

Executive Committee Meeting  
9:00-10:00AM, May 19, 2022  
Chair Casey Doyle Conference Room

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9:00	Call Executive Committee Meeting to Order and Invocation	Chair Casey Doyle
9:05	Approve Consent Agenda	Chair Casey Doyle
	1. Executive Committee Minutes for April (Attachment 1)	
	2. Board Member Attendance (Attachment 2)	
	3. Membership Reports (Attachment 3)	
9:10	Financial Report	Treasurer Beth Lawson
	1. Discuss/Approve April Financial Recaps (Attachment 4)	
9:15	Old Business	Chair Casey Doyle
	1. City Wide Branding Update	Becky Palmer
9:30	New Business	
	1. Board Retreat	Casey Doyle
	2. May-June Calendar of Events	
	3. Computer Equipment Estimate Review	Kyle Jacobson
	4. TTU Scholarship	
	5. Chamber Branding Update	Kay McDowell
9:45	CEO Report	CEO Kay McDowell
9:55	Chair's Comments and Adjourn	Chair Casey Doyle

Executive Committee Meeting Minutes  
9:00-10:00 a.m. April 14, 2022

Members Present: Steve Beck\* Chris Chambers\* Dave Marcinkowski\*  
Robert Wood\* Dana Madison\* Rey Carrasco\*  
Kay McDowell\* Becky Palmer\*  
Casey Doyle\* Beth Lawson

Staff: Kyle Jacobson\*

Welcome

1. Chair Casey Doyle called the meeting to order and provided the invocation

Consent Agenda

1. Reviewed Consent Agenda Items
  - a. Executive Committee minutes from February
  - b. Board Member Attendance
  - c. Membership Reports
2. Approval was made with a motion by Robert Wood, seconded by Dana Madison and passed unanimously

Financial Report

1. The March financial recaps were discussed and approved with a motion by Robert Wood, seconded by Chris Chambers and passed unanimously
2. Greg Taylor reviewed the audit findings; the audit report was approved with a motion by Steve Beck, seconded by Robert Wood and passed unanimously

Business Updates

1. Kyle Jacobson provided a draft resolution from the Agriculture Committee; approval was made with a motion by Steve Beck, seconded by Robert Wood and passed unanimously
2. Dave Marcinkowski gave an update on the CBPAC interview and endorsement process
3. Kay McDowell and Becky Palmer provided a City Wide Branding update
4. Steve Beck provided an update on the board retreat scheduled for July in Amarillo

CEO Report

1. CEO Kay McDowell provided an update on the Salute to Ag Luncheon, the Uncorked wine festival, ARPA funding opportunities for local businesses and non-profits, Leadership Lubbock, and the Partners in Education Breakfast.

Chair's Comments

1. Chair Casey Doyle adjourned the meeting



Sincerely,



Kay McDowell  
Secretary



## 2022 Board Member Attendance

Board Member		1/27	2/24	4/28	6/23	7/27	9/29	7/28	10/27	12/1	12/15		
Acosta-Cruz	Maridel	E	E	E									
Ammons	Greg	Y	Y	E									
Atwood	Nick	Y	Y	Y									
Barbee	Jeremy	Y	Y	Y									
Barnett	Travis	Y	Y	Y									
Beck	Steve	Y	Y	Y									
Berry	Chris	Y	Y	Y									
Bryant	Keith	Y	Y	Y									
Bustos	Fernando	E	E	Y									
Carrasco	Rey	Y	Y	Y									
Chambers	Chris	Y	E	Y									
Doyle	Casey	Y	Y	Y									
Funderburk	Mark	Y	Y	Y									
Hill	Elizabeth	Y	Y	Y									
Holmes	Bud	E	E	U									
Hufstedler	Pam	Y	Y	Y									
Konechney	Shara	Y	Y	E									
Lambert	Mike	Y	Y	Y									
Lawson	Beth	Y	Y	Y									
Madison	Dana	Y	Y	Y									
Mandrell	Chris	Y	Y	Y									
Marcinkowski	Dave	Y	E	E									
McCord	Michelle	E	Y	Y									
Palmer	Becky	Y	Y	Y									
Powell	Felicia	Y	Y	Y									
Rollo	Kathy	Y	E	E									
Salamon	Paulene	Y	Y	E									
Schulz	Eddie	Y	Y	Y									
Timms	Kathy	Y	Y	Y									
Tucker	Kelly	Y	Y	Y									
Vitela	Gabe	Y	Y	E									
Watts	Cole	Y	Y	Y									
Whitehead	Victoria	Y	E	Y									
Wood	Robert	Y	Y	Y									

E=Excused Absence, U=Unexcused Absence, Y=Attended



## Chamber Membership Value Report April 2022

2022	January 2022		February 2022		March 2022		April 2022	
	No. Memb.	Value	No. Memb.	Value	No. Memb.	Value	No. Memb.	Value
NO. OF MEMBERS & BOOK VALUE								
<b>Beg of Yr Members &amp; Book Value</b>	<b>1360</b>	<b>\$ 1,087,226</b>	<b>1365</b>	<b>\$ 1,094,339</b>	<b>1374</b>	<b>\$ 1,106,436</b>	<b>1384</b>	<b>\$ 1,135,257</b>
<i>Out of Business</i>	(1)	(450)	(2)	(900)	(2)	(900)	(1)	(462)
<i>90+ Day Delinquent &amp; Value</i>	(10)	(4,500)	(5)	(2,429)	(5)	(2,090)	(8)	(3,354)
<i>Requested Cancellations</i>	(4)	(2,242)	(8)	(6,782)	(10)	(5,106)	(10)	(4,240)
Reinstated	0	0	1	492	2	1,017	0	0
Total Dropped	(15)	(7,192)	(14)	(9,619)	(15)	(7,079)	(19)	(8,056)
New Accounts	20	14,305	23	21,716	25	35,900	14	41,700
<b>Net Adjustment for Membership Changes</b>	<b>5</b>	<b>7,113</b>	<b>9</b>	<b>12,097</b>	<b>10</b>	<b>28,821</b>	<b>(5)</b>	<b>33,644</b>
<b>MONTH END MEMBERS &amp; BOOK VALUE</b>	<b>1365</b>	<b>\$ 1,094,339</b>	<b>1374</b>	<b>\$ 1,106,436</b>	<b>1384</b>	<b>\$ 1,135,257</b>	<b>1379</b>	<b>\$ 1,168,901</b>
% Compared to 1st of the Month	100.37%	100.65%	100.66%	101.11%	100.73%	102.60%	99.64%	102.96%
% Compared to January 1, 2022	100.37%	100.65%	101.03%	101.77%	101.76%	104.42%	101.40%	107.51%
Average Member	\$ 801.71		\$ 805.27		\$ 820.27		\$ 847.64	

2021	January 2021		February 2021		March 2021		April 2021	
	No. Memb.	Value	No. Memb.	Value	No. Memb.	Value	No. Memb.	Value
NO. OF MEMBERS & BOOK VALUE								
<b>Beg of Yr Members &amp; Book Value</b>	<b>1495</b>	<b>\$ 1,057,757</b>	<b>1460</b>	<b>\$ 1,063,653</b>	<b>1470</b>	<b>\$ 1,070,273</b>	<b>1480</b>	<b>\$ 1,076,783</b>
<i>Out of Business</i>	0	0	0	0	(2)	(886)	(3)	(1,147)
<i>90+ Day Delinquent &amp; Value</i>	(32)	(18,792)	(19)	(8,564)	0	0	0	0
<i>Requested Cancellations</i>	(13)	(6,813)	(7)	(6,340)	(3)	(1,152)	(4)	(4,863)
Reinstated	2	1,135	1	464	0	0	0	0
Total Dropped	(43)	(24,470)	(25)	(14,440)	(5)	(2,038)	(7)	(6,010)
New Accounts	12	11,150	30	17,750	15	8,548	14	6,702
<b>Net Adjustment for Dues Changes</b>	<b>(4)</b>	<b>19,216</b>	<b>5</b>	<b>3,310</b>	<b>0</b>	<b>0</b>	<b>(2)</b>	<b>0</b>
<b>MONTH END MEMBERS &amp; BOOK VALUE</b>	<b>1460</b>	<b>\$ 1,063,653</b>	<b>1470</b>	<b>\$ 1,070,273</b>	<b>1480</b>	<b>\$ 1,076,783</b>	<b>1485</b>	<b>\$ 1,077,475</b>
% Compared to 1st of the Month	97.66%	100.56%	100.68%	100.62%	100.68%	100.61%	100.34%	100.06%
% Compared to January 1, 2021	97.66%	100.56%	98.33%	101.18%	99.00%	101.80%	99.33%	101.86%
Average Member	\$ 728.53		\$ 728.08		\$ 727.56		\$ 725.57	

Lubbock Chamber of Commerce  
Actual Joins  
April 2022

Company	Join Date	Dues
5G Security, LLC	4/22/2022	\$450
Caprock Family Farms	4/1/2022	\$2,500
Caprock Oral Surgery	4/18/2022	\$450
Constellation	4/7/2022	\$5,000
Gravity	4/5/2022	\$1,000
Gym Culture	4/26/2022	\$1,000
Lori Boston, Allstate MSA	4/4/2022	\$1,000
Mary Kay Cosmetics - Joanne Bigham	4/21/2022	\$450
Napper Realty Team	4/13/2022	\$450
Serqit	4/28/2022	\$2,500
SolarTech Energy Solutions, LLC	4/29/2022	\$450
TAJ Hospitality Management	4/6/2022	\$2,500
Texas Power Suppliers	4/19/2022	\$1,000
Unpack Inc.	4/11/2022	\$450
<i>Total Joins</i>	14	<u>\$19,200</u> \$ 1,371

Lubbock Chamber of Commerce  
 Actual Drops  
 April 2022

<i>Company</i>	<i>Member Since</i>	<i>Dues</i>	<i>Drop Reason</i>
<b>Board Action</b>			
Daley's Superior Asphalt Manufacturing, Inc.	1/11/2016	400	Board Action
Foundation Health & Wellness, LLC	1/6/2021	450	Board Action
Gibson Plumbing, Heating & Air Conditioning	1/8/2010	464	Board Action
Integrated Axis Group, LLC	1/20/2020	450	Board Action
Liberty Packaging	3/5/1996	370	Board Action
Rafter P Properties, Ltd.	1/16/2018	370	Board Action
Rex Andrews Real Estate Group at Keller Williams	1/22/2016	400	Board Action
Spirit Ranch	2/16/2006	450	Board Action
<i>Total Count</i>	8	<u>\$3,354</u>	\$419.25

<i>Company</i>	<i>Member Since</i>	<i>Dues</i>	<i>Drop Reason</i>
<b>Requested Cancellation</b>			
A Social Key	2/21/2017	\$ 380	Requested
Aura Lubbock Apartments	3/2/2020	\$ 450	Requested
Bees Knees Service Company	11/4/2021	\$ 450	Requested
Cebu Realty Services, LLC	5/7/2021	\$ 450	Requested
DeCoty Coffee Company	2/4/2008	\$ 380	Requested
Earl of Sandwich	2/11/2021	\$ 450	Requested
Elotes Restaurant	2/22/2021	\$ 450	Requested
Genesis Prostep, LLC	4/21/2021	\$ 450	Requested
Infinity Wellness Center - Chiropractic & Acupuncture	4/9/2013	\$ 380	Requested
RE/MAX Lubbock	1/28/2011	\$ 400	Requested
<i>Total Count</i>	10	<u>\$4,240</u>	\$424.00

<i>Company</i>	<i>Member Since</i>	<i>Dues</i>	<i>Drop Reason</i>
<b>Out of Business</b>			
Fastpay Payroll Services	4/22/2022	462	Out of Business
<i>Total Count</i>	1	<u>\$462</u>	\$462.00

<i>Company</i>	<i>Member Since</i>	<i>Dues</i>	<i>Date Paid</i>
<b>Reinstatements</b>			
<i>Total Reinstatements</i>	0	<u>0</u>	
<b>TOTAL DROPPED</b>	19	<u>\$8,056</u>	\$424.00

## 90 Day Collections May 2022

Profile Name	Open Balance	Member Since	
Aaron Daniel Homes of West Texas	450.00	03/13/2020	Undecided
Alpha Media	727.00	03/09/2018	Paid
BBVA Compass Bank - 82nd & Nashville	462.00	03/07/2018	Plans to renew
Big Tex Trailer World, Inc.	412.00	03/14/2018	Undecided
BNI West Texas	380.00	01/09/1985	Plans to renew
Carizma Motors - 56th & Frankford	507.00	03/16/2011	Paid
Custom Electronics	507.00	10/26/2009	Undecided
Davis Motor Co.	380.00	03/29/2016	Plans to renew
Domino's -50th St.	527.00	03/13/2018	Plans to renew
Double T Smiles - Drs. Nadene & Roger Tipton	507.00	03/18/2005	Paid
Dr. Kevin J Shively, Family & Cosmetic Dentistry	450.00	03/29/2006	Undecided
Earl's Plumbing, Heating, & Air, Inc.	955.00	03/14/2012	Plans to renew
Elysian Homes, LLC	450.00	03/31/2021	Undecided
Emory Senior Living	380.00	03/14/2012	Undecided
FiberMax-BASF	1,610.00	03/15/2004	Paid
Hub City Home Services	450.00	03/02/2021	Undecided
Mason Coor State Farm	450.00	03/18/2021	Undecided
Nacho Forklift	450.00	03/08/2021	Undecided
Omega 4 Construction, LLC	380.00	03/01/2018	Plans to renew
Orkin of Lubbock	437.00	03/27/2009	Plans to renew
Red Team Investigations and Consulting	450.00	03/23/2021	Undecided
Reign	380.00	03/16/2017	Paid
Residence Inn Lubbock North	450.00	03/08/2021	Undecided
Scooter's Convenience, Inc.	380.00	03/14/2008	Undecided
State Farm Insurance - Ana Borrego	380.00	03/22/2016	Paid
T-Mobile	1,000.00	03/31/2021	Plans to renew
TJ Warren State Farm	450.00	03/05/2020	Plans to renew
Twisted Root Burger Co.	1,000.00	03/05/2021	Undecided
United Healthcare	380.00	03/06/2014	Plans to renew
West Texas Gas, Inc.	412.00	03/13/2008	Paid
	<u>16,153.00</u>	30	

Paid	\$4,523	7
Renewing	\$5,351	10
Undecided	\$6,279	13
Requested to be Dropped	\$0	0
Out of Business / Merged	\$0	0
	<u>\$16,153</u>	



**YTD TOTALS**  
**Profit & Loss Statement**

Total Membership Revenue	:	\$439,410
Total Event / Program Revenue	:	\$227,219
Total Misc. Revenue	:	<u>\$33,198</u>
<b>TOTAL REVENUE</b>		<b>\$699,827</b>
Total Operating Expense	:	\$480,109
Total Event / Program Expense	:	\$63,147
Total Misc. Expense	:	<u>\$27,522</u>
<b>TOTAL EXPENSES</b>	:	<b><u>\$570,778</u></b>
<b>NET INCOME before Depr &amp; Bad Debt</b>	:	<b>\$129,049</b>
Depreciation	:	\$0
Bad Debt	:	<u>\$0</u>
<b>NET INCOME (Loss)</b>	:	<b><u>\$129,049</u></b>

**MONTH TOTALS**  
**Profit & Loss Statement**  
**April**

Total Membership Revenue	:	\$95,604
Total Event / Program Revenue	:	\$43,395
Total Misc. Revenue	:	<u>\$11,795</u>
<b>TOTAL REVENUE</b>	:	<b>\$150,794</b>
Total Operating Expense	:	\$124,257
Total Event / Program Expense	:	\$18,299
Total Misc. Expense	:	<u>\$14,768</u>
<b>TOTAL EXPENSES</b>	:	<b>\$157,324</b>
<b>NET INCOME before Depr &amp; Bad Debt</b>	:	<b>-\$6,530</b>
Depreciation Expense	:	\$0
Bad Debt	:	<u>\$0</u>
<b>NET INCOME (Loss)</b>	:	<b><u>-\$6,530</u></b>

**YTD ACTUAL COMPARED TO BUDGET**

**Event & Programs**

2 Annual Membership Meeting	\$4,000	13.8%	# Golf Tournament	\$2,275	4.9%
3 Business Expo	\$61,185	136.0%	# Prayer Luncheon	\$18,130	86.3%
4 Business After Hours	\$12,000	54.5%	# Barbecue Cook-Off	-\$1,000	-1.0%
5 You're a Member! Now What?	\$0	0.0%	# Uncorked	\$79,852	190.1%
6 Harvest Lunch	\$820	7.8%	# Young Professional program	-\$752	-8.7%
7 Salute to AG Lunch	\$14,960	149.6%	# Diversity and Inclusion Summit	\$9,900	66.0%
8 TTU Kick-Off Breakfast	\$2,050	17.1%	# Candidate School	\$0	0.0%
9 State of TTU Luncheon	\$0	0.0%	# Legislative Appreciation Lunch	\$21,520	179.3%
10 Business at its Best	\$0	0.0%	# Mega Marketing	\$0	
24 Voice of Business	\$0	0.0%	# Ambassador program	-\$240	-4.0%
22 Engagement	\$18,728				
23 Media & Communications	\$200	0.9%	<b>Operating Expenses</b>		
			# Personnel & Related	\$356,729	32.3%
30 Membership	\$415,079	39.0%	# Operations	\$130,413	9.0%



Lubbock Chamber of Commerce  
April 30, 2022

	<u>Actual FY22</u>
<b>Assets</b>	
<b>Current Assets</b>	
Checking/Savings	
Wells Fargo (Special)	\$ 1,211
Lubbock National Bank - PAC	39,136
Wells Fargo (Operating)	667,867
Lubbock National (Operating)	134,257
Investments	253,232
Lubbock National Bank - CBPAC	<u>13,596</u>
Total Checking/Savings	1,109,299
Other Current Assets	
Petty Cash	200
Weblink Receivables	52,469
Allowance for Uncollectible Accounts	(9,911)
Due from Foundation - net	80,909
Prepaid Expense	<u>6,085</u>
Total Other Current Assets	<u>129,752</u>
Total Current Assets	1,239,051
Fixed Assets	
Furniture & Fixtures	38,667
Accumulated Depreciation	<u>(26,303)</u>
Total Fixed Assets	<u>12,364</u>
<b>Total Assets</b>	<b><u>\$ 1,251,415</u></b>

**Liabilities and Equity**

**Current Liabilities**

Accounts Payable	530
Credit Card Advances	35,151
Accrued Interest	2,530
Payroll & Personnel Related Liabilities	
Employee Insurance Payable	602
Federal Withholding Tax	6,010

	Employee Retirement Payable	4,777
	United Way Payable	1,574
	Total Payroll & Personnel Related	<u>12,963</u>
	Total Current Liabilities	<u>51,174</u>
	Long Term Liability	
	Note Payable - SBA EIDL	<u>143,490</u>
	<b>Total Liabilities</b>	<u>194,664</u>
	<b>Equity</b>	
	Deferred Income	12,615
	Opening Balance Equity	3,198
	Unrestricted Net Assets	911,889
	Net Income	<u>129,049</u>
	Total Equity	<u>1,056,751</u>
	<b>Total Liabilities and Equity</b>	<u><u>\$ 1,251,415</u></u>

**Financial Results**

**For the Month & Four Months Ended April 30, 2022**

(Unaudited)

	Month to date Actual			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
<b><u>Revenues</u></b>						
Membership Revenue - Renewal	\$ 78,332	\$ 82,933	\$ (4,601)	\$ 379,512	\$ 331,732	\$ 47,780
Membership Revenue - New	23,692	13,200	10,492	73,102	52,800	20,302
Membership - Non-Renewal	(8,106)	(14,760)	6,654	(31,920)	(71,100)	39,180
Membership-Other	-	-	-	(12)	-	(12)
Engagement	1,686	2,083	(397)	18,728	12,832	5,896
Total Member Engagement	\$ 95,604	\$ 83,456	12,148	\$ 439,410	\$ 326,264	\$ 113,146
Programs, Services, and Events	43,395	40,800	2,595	227,219	115,550	111,669
Community Relations	142	-	142	8,122	-	8,122
Media Relations	100	-	100	200	5,624	(5,424)
Voice of Business	11,553	10,000	1,553	24,876	10,000	14,876
Total Programs	\$ 55,190	\$ 50,800	\$ 4,390	\$ 260,417	\$ 131,174	129,243
<b>Total Revenue</b>	<b>\$ 150,794</b>	<b>\$ 134,256</b>	<b>\$ 16,538</b>	<b>\$ 699,827</b>	<b>\$ 457,438</b>	<b>\$ 242,389</b>
<b><u>Expenses</u></b>						
Engagement	1,202	700	502	6,622	6,300	322
Total Member Engagement	\$ 1,202	\$ 700	\$ 502	\$ 6,622	\$ 6,300	322
Personnel & Related Cost	87,623	85,917	1,706	353,453	343,668	9,785
Operations	36,634	26,442	10,192	126,656	115,833	10,823
Total Personnel & Operations	\$ 124,257	\$ 112,359	\$ 11,898	\$ 480,109	\$ 459,501	20,608
Programs, Services, and Events	17,097	25,000	(7,903)	56,525	65,300	(8,775)
Community Relations	-	-	-	646	-	646
Media Relations	-	-	-	-	-	-
Voice of Business	14,768	-	14,768	26,876	-	26,876
Total Programs	\$ 31,865	\$ 25,000	\$ 6,865	\$ 84,047	\$ 65,300	\$ 18,747
<b>Total Expenses</b>	<b>\$ 157,324</b>	<b>\$ 138,059</b>	<b>\$ 19,265</b>	<b>\$ 570,778</b>	<b>\$ 531,101</b>	<b>\$ 39,677</b>
Net Income (Loss) Before Dep	\$ (6,530)	\$ (3,803)	\$ (2,727)	\$ 129,049	\$ (73,663)	\$ 202,712
Depreciation Expense	-	417	(417)	-	1,668	(1,668)
Bad debt from prior year	-	1,667	(1,667)	-	6,668	(6,668)
<b>Net Income (Loss)</b>	<b>\$ (6,530)</b>	<b>\$ (5,886)</b>	<b>\$ (644)</b>	<b>\$ 129,049</b>	<b>\$ (81,998)</b>	<b>\$ 211,047</b>