



**Minutes**  
**Little Elm Chamber of Commerce**  
**100 W. Eldorado Parkway**  
**Little Elm, TX 75068**

**Virtual Board of Directors Meeting**  
**Wednesday, September 9, 2020**  
**8:30 a.m.**

**Present:** Brad Anderson, Chairman; Sandi Sabonis, Vice Chair (joined at 8:40 am); Javier Garcia, Treasurer; Michel Hambrick, Board Member; Stuart Snook, Board Member; and Joe Florentino, Board Member.

**Chamber Staff:** Jennette Espinosa, EDC Executive Director; Natasha Roach, EDC Coordinator; and Kristen Abla, Chamber Executive Director

**Guests:** none

**Absent:** Josh Youngblood

1. **Call Order of Regular Virtual Meeting:** EDC Executive Director, Jennette Espinosa called to order at **8:32 a.m.**
2. **Discussion and Action to Approve** the Minutes from August 15, 2020 Regular Meeting. Upon a motion by Brad Anderson and a second by Michel Hambrick, the members **voted 5-0** to approve the minutes.
3. **Discussion and Action to Approval Financials** from January 1, 2020 - July 31, 2020. Upon a motion by Brad Anderson and a second by Javier Garcia, the members **voted 5-0** to approve the financials as presented.
4. **Discussion and Action to Amend Bylaws. No Action Taken**  
Note: Sandi Sabonis joined the meeting.
5. **Discussion and Action to Remove Delinquent Members** whose account is in default over 90 days. List was provided at meeting and staff will update membership accordingly.
6. **Discussion and Action to Accept New Members** that have joined since January. List was provided at meeting) **No Action Taken**
7. **Discussion and Action to Consider Integrity Books and Payroll for Accounting Services** and update signatures on the bank cards to Brad, Sandi, Javier and add Jason Barth. Upon a motion by

Stuart Snook and a second by Brad Anderson, the members voted 6-0 to approve Integrity as the new vendor and the update of signature cards.

8. **Discussion and Action to Consider Luminous for Website Design Update** to include facilitating changes to the website and training staff on how to make those updates in the future. Upon a motion by Michel Hambrick and a second by Brad Anderson, the members voted 6-0 to approve the website proposal.
9. **Discussion and Action on the role of the Finance Committee.** Finance committee will consist of the Chairman, Vice Chair, and Treasurer and will work with staff to establish an on-going budget with each event itemized separately. The Executive Director of the Chamber will be issued a credit card for all purchases with a Purchase Limit of \$500. **No Action Taken**
10. **Discussion and Action of preparing a Program of Works.** This item was tabled for the next meeting due to time constraint.
11. **Adjournment:** Meeting was adjourned at 9:49 am.

Respectfully,

  
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Jennette Espinosa, Executive Director

Passed and approved this 14 day of October 2020