

# Rangely Area Chamber of Commerce Board Meeting Minutes

## October 16, 2025 – 12:00pm

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1. Call to Order
  - The meeting was called to order at 12:08 PM and was presided over by Jessica Olivas, President.
2. Roll Call
  - Voting members present: Jessica Olivas, Hannah Black, Crandal Mergelman, Derek Nielsen, Candra Robie and Kirstie Kilduff (*virtual*).  
*Board Member Crandal Mergelman departed the meeting at 12:41 PM*  
*President Jessica Olivas departed the meeting at 12:55 PM*
  - Not in attendance: Nathan Hardin
3. Others present: Emma Baker, Executive Director
4. Guests in attendance: – Chris England; Rangely True Value Manager
5. Public Attendance/Input – None
6. Changes to the Agenda – None
7. Minutes of Meeting
  - Discussion and approval of the September 24, 2025, meeting minutes.
    - Motion to approve the September 24, 2025 minutes by Candra Robie, seconded by Hannah Black, motion passes 5-0.
8. Financial Report
  - Discussion and approval of the financials for September 2025.
    - Motion to approve the September financials by Candra Robie, seconded by Derek Nielsen, motion passes 5-0.
  - Discussion and approval of the check registry for September 2025.
    - Motion to approve the September financials by Candra Robie, seconded by Hannah Black, motion passes 5-0.
  - Discussion and approval of the credit card statements with billing cycles ending on 6/23/25, 7/23/25 and 8/22/25.
    - Motion to approve the credit card statements with billing cycles ending on 6/23/25, 7/23/25 and 8/22/25 by Candra Robie, seconded by Hannah Black, motion passes 5-0.
9. Reports of Officers
10. Reports of Special Committees
11. Report of Director
  - Main Street Revival Market/Okttoberfest Update
  - Adult Prom Update
12. Old Business
  - Discussion and approval of the check registry for August 2025.
    - Motion to approve the check registry for August 2025 by Candra Robie, seconded by Derek Nielsen, motion passes 5-0.
13. New Business
  - a. Placer.ai Presentation: The Board held a discussion regarding the proposed two-year Placer.ai contract, including projected costs and contract scope. Members also discussed the potential need to collaborate with partner organizations to share expenses and improve financial feasibility for the Chamber.
  - b. Bylaws Update: The Board discussed the upcoming review of the Chamber's Bylaws, as required in odd-numbered years and now due in 2025. The Board agreed to schedule a work session at a later date, allowing time to gather example documents and peer-organization suggestions in preparation for the review.
14. Announcements
  - Next Board Meeting: November 20, 2025 – 12:00 PM

15. Adjournment

Meeting adjourned at 1:00 PM