

RCEDA Building Bitterroot Business



Bitterroot College Continuing Education
Summer 2019



Business Basics

Sponsored by

Introduction to Small Business Planning

This **FREE** workshop is designed to get you over the hurdle of getting started on the critical ongoing planning that is essential to business success. There will also be a short presentation on how to get some helpful market size information from free government websites. Free Light Lunch (Pizza!) John Schneeberger, RCEDA.

Tuesday, June 4th

10am - 1pm

Free

at the RCEDA Conference Room

Marketing & Branding on A Shoestring Budget

Did you know that you have everything you need to grow your business right now? Learn the basics of creating simple and immediately actionable marketing and branding strategies by leveraging your innate talents and current resources. Kriti Goversten, The Goversten Group, LLC.

Tuesday, June 11th

9am - 12noon

\$25

at the RCEDA Conference Room

Hiring and Employees

Learn the basic rules of sound human resource management. Course covers frequent problem areas in human resources: wage and hour laws, hiring processes, progressive discipline, benefits of contractor vs. employee, tax credits when hiring, on-the-job training, incumbent worker training, wrongful termination, required employer posters, and more! Patty Kernahan, Former HR Director, Gary Palmer, MT Dept of Labor & Industry.

Tuesday, June 18th

9am - 12noon

\$25

at the RCEDA Conference Room



Basics of Business Law

This class covers several aspects of law, including the legal business structures that small businesses assume, reasons why to select each one, and what their advantages and disadvantages are. Negotiations, contracts, intellectual property and legal liabilities are explored. Most importantly, advice is given as to where to get legal information and help. Attorney Richard A. Weber, PC.

Tuesday, June 25th

8:30am - 11:30am

Note earlier time

\$25

at the RCEDA Conference Room

Financial Management Basics

Learn the basics of creating and using profit and loss, cash flow, and balance sheet statements. Also includes how to create financial projections and financial management best practices for small business. Andrea Simmerman, Certified Public Accountant (CPA)

Thursday, June 27th

9am - 12noon

\$25

at the RCEDA Conference Room

Register for Courses: Contact the **Bitterroot College** at 375-0100 or by going to Bitterroot College website (search Bitterroot College) and click on **Summer Continuing Ed**. For questions about course content, contact the RCEDA at 375-9416 or email john@rceda.org. **Deadline:** Course fees and forms are due 3 days prior to class start date. Call to check course availability.

RCEDA business classes and one-on-one counseling is made possible by funding from the Montana Women's Business Center.



Ravalli County Economic Development Authority
274 Old Corvallis Rd, Hamilton MT 59840
www.rceda.org

RCEDA Building Bitterroot Business



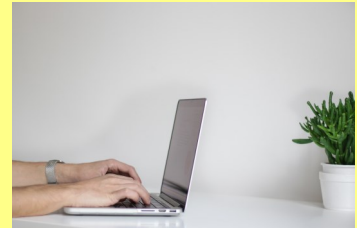
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Small Business Classes

Computer Confidence

Course is designed to give students the skills required for navigating Windows 10. Material is presented in a friendly and supportive format. Students learn basic computer concepts, develop mouse and keyboard skills, and explore & practice using the Internet and email all within the Windows 10 environment.



Instructor: **John Swallow**, Bitterroot College Faculty

Tuesdays & Thursdays, June 11th - 27th

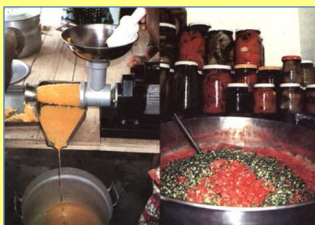
3:30pm - 5:00pm

\$65

Bitterroot College, Room 103



Understanding the Cottage Food Law



In October of 2015 Montana's revised cottage food law went into effect after passage of House Bill 478 by the State legislature. The law established guidelines for the production and sale of "non-potentially hazardous foods" such as baked goods, preserves and honey. Through this course, individuals will gain knowledge of the Montana Cottage Food Law and the process necessary to complete the required application.

Instructor **Karen Mahar**, Hamilton City Attorney

Thursday, June 13th

10:30am - 12noon

\$20

RCEDA Conference Room

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