

OLMSTED CHAMBER OF COMMERCE

Board Meeting Minutes
Wednesday January 16, 2019
Olmsted Community Center

<u>Attendance:</u>		<u>YES</u>	<u>NO</u>	<u>Committee(s)</u>
PRESIDENT	Kathy Davis	X		Marketing & Promo/Website
VICE PRESIDENT	Tom Helmick	X		Membership Chair
SECRETARY	Donna Winter	X		Fundraising
TREASURER	Cindy Kelly	X		Heritage Days
SGT. AT ARMS	Doug Miller	X		Marketing & Promo
2018 BOARD:	Jeanene Kress		X	Events Co-Chair
	Holly Neumann	X		Fundraising Co-Chair
	Grace Vedda-Sayre	X		Events Co-Chair
	Steve Wild	X		Fundraising Co-Chair/Events
	Bruce Williams		X	Website Chair/Membership
	Karen Raisch-Siegel		X	Marketing & Promo/Website
	Bill DeMarco	X		Membership/POM
	Ted Noah	X		Membership
	Carrie Weise	X		Marketing & Promo
	Lisa Zver	X		

Call to Order: Kathy at 8:07am. Roll Call taken.

Welcome to New Board Members: Carrie Weise and Ted Noah.

Lisa Zver is replacing Jeanene Kress as Olmsted Twp. rep and Jeremy Dobos has resigned from the board.

Minutes: 12/19/18 meeting minutes were presented. Motion to approve; Bill. Seconded; Tom. Motion carried. All approve.

Treasurer's Report: November and December financials were reviewed. Motion to approve; Carrie. Seconded: Holly. Motion carried. All approve. Reminder that Olmsted Chamber will not reimburse for tax if you turn in receipts to be paid.

Old Business from 2018 to settle:

- Fire Fund Event– All residents from Chandler's Lane fire are in the process of being notified about collection site and days/times to receive donations at the OCC. If anyone would like to help just let Donna know. The OCC will provide drinks but wondering if the Chamber would purchase a cookie tray? All agree. Cindy will purchase the VISA gift cards to be handed out with the Vitamix blenders.

2019 Election of Officers: One open position is Treasurer. Two-year terms for President, Vice President and Treasurer. Proposed Officers for 2019:

- President – Kathy Davis
- Vice-President – Carrie Weise
- Secretary – Donna Winter
- Treasurer – Tom Helmick
- Sargent at Arms – Doug Miller

Motion to approve the slate of officers as presented; Cindy. Seconded: Carrie. Motion carried. All approve.

2019 Budget: Reviewed 2018 budget along with 2018 actual expense. After much discussion, the 2019 working budget was amended with some items mentioned as follows:

- Income Categories:
 - Golf Outing changed to Golf Outing/or other Fundraising Event.
 - Community Guide increased to \$2,000.
- Expense Categories:
 - Accounting Program increase budget to \$200
 - Administrative Assistant (OCC) increase budget to \$4,000
 - Donations/Contributions decrease to \$1,000. Allocated \$500 each for Christians in Action and Meals on Wheels.
 - Financial Review budget is allocated to Corrigan Krause.
 - Heritage days increase budget to \$2,500. Handed out bags, needed more candy.
 - Holiday Party increase budget to \$1,500.
 - Monthly meeting expense decrease to \$2,000.
 - NOACC dues increase to \$150.
 - Officers Insurance and Property/Liability increase to \$2,000.
 - PO Box increase to \$100.
 - Promotions include tree display in Olmsted Township.
 - Scholarships budget increased to \$2,000.
 - Eliminate USPS – Stamps category as this is covered in events, membership, etc.

Motion to approve budget as discussed; Donna. Seconded; Cindy. Motion carried. All approve.

As discussed at the December meeting committees/groups would be combining to better use resources.

Membership/Website: Presented by Tom. Currently there are 106 members. There are eight expired memberships that may not renew. There are two pending memberships, Olmsted Spirit and Mike Ivan, Senior Living. There is a new member 3 Barn Doors from Avon. Need to ask Friendship Kitchen to join. The membership committee needs to promote NOACC info.

Events/Fund Raising: Reported by Carrie. (See attached handout)

Lisa, Jamie and Margie were added to the committee. Reviewed the 2019 events calendar. Additional comments/notes to some of the items on calendar:

- 1/23 - Olmsted Falls City Hall is providing breakfast.
- 2/27 – Pete Formica is sponsoring a luncheon at the Olmsted Community Center as a way to promote/showcase the center. Will include networking, bingo and a tour of the facility.
- 3/27 – After Hours - \$15 guests, members free. The chili tasting will be at 5:00 to 6:30pm and painting from 6:30 to 7:30pm. Chili cook-off will be a good way to promote the businesses.

Fund Raising - There was discussion about the Golf Outing. In 2018, there were a total of 104 golfers and 24 were from the Olmsted Chamber. It is a networking event and an added value for members. The date needs to be early in summer or later in summer but not in July. Discussion ensued and the question was raised, what are we fundraising for? Holly doesn't think we should do it. It is opportunity to raise funds whether the event partners with North Olmsted or not. Another idea was to have a clambake.

Wing Night event will be at Tony K's again and is set for March 26th. Steve will email with more details.

Marketing and Promotions: Question was posed, do we need a committee? Most agree Chamber needs more use of social media. It was discussed to hire Carrie for Marketing & Event Coordinator at a rate reduced from \$300 to \$195 per month.

The coupon book was discussed. Is it something the Chamber wants to do in 2019. Is so we need more coupons and participation. Polaris can be involved but must occur during school year. Routinely has been handled by Mark who is no longer on the Board and was ready for distribution in early spring. This year it will run into the marketing and distribution of the Community Guide. It is a huge benefit for the money spent.

MOTION to adjourn the meeting; Tom. Seconded; Kathy. All approve. Meeting adjourned 9:46 am.

Next Board Meeting: Next meeting will be on February 20, 2019 at 8:00 am, at the Olmsted Community Center.

Respectfully Submitted,

Donna Winter
OCOC Board Secretary