

# OLMSTED CHAMBER OF COMMERCE

Board Meeting Minutes  
Wednesday November 14, 2018  
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
PAST PRESIDENT	Mark Hannah	X		Marketing & Promo/Membership
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	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
	Jeremy Dobos	X		Membership/Marketing & Website

**Call to Order:** Kathy at 8:04am. Roll Call taken.

**Minutes:** 10/17/18 meeting minutes were presented. Amendment to minutes: Adding outreach expense as a separate line item in 2019. Motion to approve as amended; Cindy. Seconded; Mark. Motion carried. All approve.

**Treasurer's Report:** October financials presented by Cindy. Request for Olmsted Community Center to bill for administrative services for remainder of 2018. Audit of 2016 and 2017 expenses greater than \$250 needs to take place. There was discussion around developing an audit committee. Jeremy would serve on it and maybe Treasurer next year. Kathy to reach out to Brian Weisbarth to see if he would perform the audit. The fiscal year for the Chamber is January 1<sup>st</sup> – December 31<sup>st</sup>. MOTION to approve; Jeremy. Seconded; Steve. Motion carried. All Approve.

**Membership:** Presented by Tom. Casa will be providing the food for **Membership Drive Event November 14<sup>th</sup> at Pinot's Palette**. The group will be painting a landscape with trees. At this time, 23 are scheduled to attend. New website is working great. **Maybe Thursday night, mailed to all businesses. \$40 membership.**

**Events:** Reported by Jeanene & Grace.

- December 5th - Holiday Party at Tony K's. DJ/food/trivia – FREE to all members. Collecting for Christians-In-Action. Need to promote ahead of time and at the event.

**Fundraising:** no report

**Marketing and Promotions:** no report

**Website Development:** Reported by Bruce.

From last meeting on 10/17/2018 ACTION ITEM: Request for Bruce to add to website page (PDF) that has all members listed on it. Was this completed??

Non-Profit – Hope?

POM: No report.

New Business:

Old Business:

- **Planning for next year – 2019:**

- **Board of Trustee Elections:** Trustee membership should not be less than seven or more than 15 individuals; 6-14 at large plus immediate past president. If no immediate past president then an additional at large trustee shall be elected. Terms are three years and expire the last day of the calendar year. The current structure is as follows:
  - Class A expires 12/31/2018 – Doug, Grace, Bruce, Jeanene
  - Class B expires 12/31/2019 – Tom(Tony) Holly, Cindy, Steve
  - Class C expires 12/31/2020 – Bill Karen, Kathy, Jeremy, Donna Election first part of December.

The nominating is looking to nominate three trustees. Cindy nominated Carrie Wiese. Three consecutive meetings is grounds for removal from the board.

- **2019 Budget** – All committees need to meet in December to provide budget items to Cindy January 1<sup>st</sup>.
- **2019 Meeting Schedule**
- **State of the Chamber – January 2019**
- **January 2019** – ACTION ITEM: All committee chairs/officers are asked to turn in roles/responsibilities information for their committee. Chamber will select 2 committees a month to highlight at events or meetings.

MOTION to adjourn the meeting; Tom. Seconded; Jeremy. All approve. Meeting adjourned 8:57 am.

**Next Board Meeting:** December 19, 2018 8:00 am, Olmsted Community Center

Respectfully Submitted,

Donna Winter  
OCOC Board Secretary