

OLMSTED CHAMBER OF COMMERCE

Meeting of the Board of Trustees

November 21, 2019

8:00 a.m.

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	Carrie Weise	X		Events Co-CHAIR
SECRETARY	Donna Winter	X		Website/Fundraising
TREASURER	Tom Helmick	X		Membership
SGT. AT ARMS	Doug Miller	X		Marketing & Promo
2019 BOARD:	Bill DeMarco	X		Membership CHAIR
	Cindy Kelly	X		Heritage Days CHAIR, Membership
	Holly Neumann	X		Fundraising Co-CHAIR
	Ted Noah	X		Membership, Marketing
	Karen Raisch-Siegel	X		Marketing & Promo/Website
	Grace Vedda-Sayre	X		Events Co-CHAIR
	Steve Wild	X		Fundraising Co-CHAIR/Events
	Bruce Williams	X		Website CHAIR/Membership
	Lisa Zver	X		Events

Call to Order / Roll Call - 8:07 a.m.

Minutes: October 16, 2019 meeting minutes were presented by Donna. September Financial Report motion to approve was Ted (not Steve) and seconded by Carrie (not Karen). September minutes will be amended. Motion to approve as amended; Cindy. Seconded; Carrie. All approve. Motion carried.

Treasurer's Report: Tom presented the September financials. Discussion on Income Statement and requested amendments:

#5004 Promotional Expense of \$188 for banner printing divided in the following way:

#5017 Heritage Days = \$90

#5007 Membership = \$98

Motion to approve as amended; Ted. Seconded; Grace. All approve. Motion carried.

Membership: Reported by Bill.

- Membership Drive & Annual Meeting event on Nov. 20th follow up:
 - Four (4) new members signed up and two (2) of them upgraded to Bronze level.
 - Networking trivia was fun & got people talking. Great job, Cindy!
 - Raffle for free standard membership was won by a potential member who signed up and upgraded to Bronze.
 - 25 people attended – the music was loud but the food was good. For next year may make the event FREE with other incentive for bringing a potential new member.
- Annual Meeting – Election for Board of Trustees held at the meeting. Congrats to returning members, Cindy Kelly, Steve Wild, and Tom Helmick. Congrats to new members James Tatman and Margie Karl.

Events: Reported by Carrie.

- **Octoberfest** at the German Club Over 50 attended. Maybe mix this event up next year with a Beer/wine tasting after hours because lunch programs are difficult for members to attend.
- **Holiday Party** at Tony Ks – Wednesday, December 4th

- There will be a DJ, games and prizes
- There will be a matching donation for Christians In Action up to \$500 max
- Donations for prizes needed. Possible popcorn bar and business card drawing.
- **Spotlight: You!** - January 22, 2020 – 11:30-1:00pm at OTwp Admin Building. Each attending member has opportunity for two (2) minute commercial about business. Lunch from Aces Depot.
- **Show Your Love** - Wednesday, Feb. 12th from 5-6:30pm at Pinot's Palette.
- Carrie asked for clarification for next year's events concerning hosting opportunities and membership benefits. How much time and what do they get as host or sponsor? Host = use of space and 5 minutes at the end to talk. Sponsor = talk or presentation (30 minutes) and pays for everything (if not Gold or Silver member).
- Next Events meeting will be on January 13th at 8am at Roasted.

Fund Raising: No report.

Marketing & Promotions: No report.

Website Development: Reported by Bruce.

- Bruce will change Chamber Member Digital badge to a simpler JPG file and for 2020 will send out an email blast to members about Digital badge to place on their websites about being a 2020 Member.
- Cindy requested NOACC information on Membership Benefits page and the NOACC logo appear on website so we can recoup benefits per member for Chamber.

Code of Regulations: Reported by Kathy & Cindy

- Committee members include: Jeremy, Karen, Cindy and Cathy.
- CoRs is finally in a Word doc so committee can begin working on changes. Need to use Google Docs Drive or Drop Box so many can review and make changes at the same time.
- Once final copy is created and approved should be placed on Website under Members Only viewing.

Nominating Committee: Reported by Donna.

- Election ballots were available at Annual Meeting and voting took place last night. Congrats to returning members, Cindy, Steve, & Tom. Donna will invite Margie Karl & James Tatman to meeting in December. Plan is to set committees for 2020 at the December meeting.

POM: No report.

Old Business:

- Points to discuss. Need to have electronic (maintained at the Olmsted Community Center) and hard copies for the Roles/Duties of President, Vice President, Secretary, Treasurer, as well as Chamber Committee Chairs. This would include any task lists as well. Possibly use Google docs or some other online system to maintain this information. This will be necessary for any new members who join the Board in the future. Still a work in progress.
- Discussion about year stickers for 2019 & 2020. Motion to order both (2019 & 2020) yearly stickers for member's plaques; Grace. Seconded; Tom. ALL approve.

New Business:

- Cindy would like to order nice printed folders for the Welcome Folders and New Member Folders. Discussion between ordering 500 or 1000 and felt we would use 500 before year was over. Motion to order 1000 folders at \$1,033.40; Cindy. Seconded; Donna. ALL approved.
- Election of Officers: Cindy was nominated for office of President by Carrie and seconded by Donna. ALL approve by roll call vote. Members presently holding the following positions accepted nominations

to continue serving: Vice President, Carrie Weise; Secretary, Donna Winter; Treasurer, Tom Helmick; and Sargent At Arms, Doug Miller. Kathy Davis will assume the Past President position.

- Cindy commented that the current Board is working better than it has in the past 12 years and she thanked everyone for their hard work and dedication.

MOTION to adjourn the meeting; Doug. Seconded; Ted. All approve. Meeting adjourned at 9:16 a.m.

Next Board Meeting: Wednesday, December 18, 2019 starting at **8:00am** at the Olmsted Community Center.

Respectfully submitted,

Donna Winter
OCOC Board Secretary