

OLMSTED CHAMBER OF COMMERCE

Board Meeting Minutes
Wednesday December 19, 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-Sayre			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 8:05am. Roll Call taken.

Guests: Carrie Weise (attending for Events Committee)

Minutes: 11/14/18 meeting minutes were presented. Motion to approve; Tom. Seconded; Bruce. Motion carried. All approve.

Treasurer's Report: Cindy was not in attendance. Will review financials at next meeting.

Committee Updates: Kathy asked everyone to provide a wrap-up on their respective committees.

Membership: Presented by Tom. There is a collection of expired memberships. Approximately 6-10 have renewed. Tom will again send renewals in January. Bruce shared, there is a double billing issue in that credit card autorenewals are going through PayPal but members are mailing in checks now that they are getting reminders ahead of time automatically through Wild Apricot. Also, not all renewal information automatically posting into Wild Apricot causing a notification to member in past due or expired membership. The solution is to cancel PayPal and use the new system.

Events: Reported by Carrie. (See attached handout)

Carrie provided a document that reviewed discussion points from events committee's last meeting which included: Event Committee responsibilities, choosing a chair for the committee in 2019 (Carrie Weise) and an evaluation of what worked and what needs improvement in 2019. They are scheduled to meet five times through 2019. Events Committee will now meet regularly beginning Jan 9th on the second Wednesday every other month. Once 2019 events are confirmed they will be updated on the website.

Fundraising: Presented by Holly & Steve. Events for 2019: Per Steve, Annual Wing Night will happen again. As for next year's golf outing Holly led the discussion to possibly merge with Berea's Chamber.

Holly will be a worker bee for fundraising events but not Chair the event going forward. She suggested a need to identify different/other fundraising opportunities.

Marketing and Promotions: Presented by Mark. The 2018 Coupon Book went well but there was one ad that got lost (Pinot's Palette) so in the future always use the form to have a back-up. We also created the Selfie Contest and Chamber Gift Cards programs.

Website Development: Reported by Bruce. New website is running well. Bruce asked for ideas with two discussed: include adding a PDF format for Membership List and possibly also starting a Blog.

POM: Presented by Bill. New members of Power of More include Berea and Parma. We can still host two POM events per year. One is German Club Speaker event in July, and in previous years (but not 2018) was an After Hours at the Wedding Garden in the summer. Need to promote value of and market POM to our members. Several complaints on the number of emails for events. Usually 3-5 per week. In 2019, less emails will occur.

New Business: Presented by Kathy.

- 2018 was a year to rebuild and grow. We had a lot going on – some good and some not so good.
- With 2019, we are committed to the mission of the Chamber and to keep the momentum moving forward.
- She requests the Board to stand united, be more engaged and work together as a team.
- Kathy recognized Mark Hannah for his years of service to the Olmsted Chamber. **THANK YOU, Mark!**
- Board should email Kathy directly with items for the Agenda or if questions, concerns arise.
- In 2019, Marketing, Events and Fundraising will combine efforts and share the work.
- Planning for next meeting on **January 16th, 2019**. This meeting will be from **8-10AM at OCC:**
 - Welcome newly elected members of Board. (Carrie Weise and Ted Noah)
 - Committee Chairs & Officers need to present folders of “Duties” for the position(s).
 - 2019 Budget – All committees need to be prepared to discuss.
 - 2019 Meeting Schedule.

Discussion about Marketing & Promotions promoting the value of the Chamber as a whole to our members and possibly creating a Community Outreach Committee to oversee Scholarships and Heritage Days.

MOTION to adjourn the meeting; Doug. Seconded; Mark. All approve. Meeting adjourned 8:55 am.

Next Board Meeting: Next meeting will be on January 16, 2019 at 8:00 am, at the Olmsted Community Center. This will be a two-hour meeting as there will be a lot to cover so come prepared.

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- 2019 Budget – All committees need to be prepared to discuss.
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Respectfully Submitted,

Donna Winter
OCOC Board Secretary