

# OLMSTED CHAMBER OF COMMERCE

Board Meeting Minutes  
Wednesday, February 20, 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	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:** Kathy at 8:08 AM. Roll Call taken.

**Minutes:** 1/16/19 meeting minutes were presented. Amended date for Wing Nite Fundraiser from March 26th to correct date of April 26<sup>th</sup>. Motion to approve as amended; Tom. Seconded; Bill. Motion carried. All approve.

**Treasurer's Report:** Presented by Tom. Income Statement, Balance Sheet, & Budget vs Actual January 2019 financials were reviewed. Motion to approve; Cindy. Seconded: Bruce. Motion carried. All approve.

**Membership/Website:** Presented by Bill. Membership committee of Bill, Cindy, Tom, Donna, Ted, & Scott Sedlacek are focusing on the 2r's (retention & recruitment). First, we are focusing on cleaning house as far as correctly listing the membership benefits for each level. Also looking to add opportunities for member to customer rather than just business to business. Plana to improve communication (1) to our members in more ways than just email and (2) within our own Board with Events committee and Treasurer. New membership applications with updated level benefits information and without credit card payment info updated by Donna. Committee will contact Paula & Rebecca from City/OF to be kept updated about Open Houses in area.

**Events/Fund Raising:** Reported by Carrie. (See attached updated calendar)

Reviewed the 2019 updated events calendar which President Kathy gives her praises. City event in January was well attended and informative. City sent their "Thanks" for the business donations at the event for the Veteran's Memorial. Next year (in March 2020) City will ask for an rsvp because there was a lot of food left over. Additional comments/notes to some of the items on calendar:

- 2/27 – Pete Formica is sponsoring a luncheon at the Olmsted Community Center to promote/showcase the center. He will pay ½ the cost of the lunches estimated to cost \$10 or less. 44 registered so far with Olmsted & POM members FREE and others at \$20 each. Will include networking, bingo and a tour of the facility.
- 3/12 – Lunch & Learn presented by Margie Karl at Casa.

- 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.
- 4/26 – Wing Nite Fundraiser. Need raffle items or baskets. Ask Board to consider donating bottles of wine again for a basket.

Fall Fundraising Event – As of this meeting, no details on a possible fall fundraiser. Hope to make more \$\$ with extra Wing Nite promotion so there will be less need for a fall fundraiser.

#### **New Business:**

- **Non-Members Flat Fee:** Discussion about setting a flat fee for non-members for events. MOTION to approve, \$25 non-member fee for all events except when costs of event are higher or for the Membership Drive event in the fall; Carrie. Seconded; Cindy. ALL approve.
- **Blog items** – send any info and links to Bruce and he will post them – especially items about our “Members In the News”.

#### **Old Business:**

- **Fire Fund Event**– All residents from Chandler’s Lane fire were very appreciative of the VISA card and Vitamix blender donations. Several mailed Thank You notes to the Chamber. Donna thanked Jeremy Dobos, Cindy Kelly, and Margie Karl for their help in handing out the donations.
- **iPad tablet**- for use at events to collect payment and still unresolved. Question about Wild Apricot registration program used for payments and fees associated with that move. Bruce indicated it will cost additional fees to use the WA payment system. Also, WA would limit the mobile applications as tied into an IOS and Android use. Cindy recommends not using WA for payments as previously approved by Board. ACTION: Tom will follow up with Mike from PC Clinic for recommendation on a “pay as you go” phone and upgrade the PayPal swiper to be PCI compliant. Then Events will have access to run the swiper to process credit cards on site at events.
- **Marketing and Promotions:** It was tabled to vote on hiring Carrie for Marketing & Event Coordinator at a rate reduced from \$300 to \$195 per month until Marketing & Promo committee is more established.
- Coupon book? Tabled.
- Community Guide – looks like selling ads is wrapping up and they are finalizing the content.

MOTION to adjourn the meeting; Grace. Seconded; Donna. All approve. Meeting adjourned 9:07 AM.

**Next Board Meeting:** March 20, 2019 at 8:00 AM, at the Olmsted Community Center.

Respectfully Submitted,



Donna Winter  
OCOC Board Secretary