

OLMSTED CHAMBER OF COMMERCE

Board Meeting Minutes
Wednesday June 20, 2018
Village of the Falls

<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
2017 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
	Jeremy Dobos	X		Membership/Marketing & Promo/Website
	Karen Raisch-Siegel	X		Marketing & Promo/Website
	Bill DeMarco	X		Membership/POM

GUESTS/ADMIN: None

Call to Order: Kathy at 8:05am. Roll Call taken.

Minutes: 05/16/2018 meeting minutes presented. Motion to include: Increase Heritage Days budget by \$200 to cover shirts. Passed: All. MOTION to approve as amended; Cindy. Seconded; Jeremy. Motion carried. All Approve.

Treasurer's Report: May 2018 financials reported by Cindy. MOTION to approve; Kathy. Seconded; Bill. Motion carried. All Approve.

Membership: Reported by Tom. New members through coupon books: Dr. Kronholz, Trolley House and Olmsted Laundermat. Additional new members: Unbroken Athletics and SG Inspections.

Events: No Report.

2018 Upcoming Events:

June 21st - Frostville museum picnic with POM.
July 13th - Olmsted Chamber Annual Golf Outing
Aug 2nd - Heritage Days Parade
Sept 26th - Evergreen Packaging luncheon
Oct- German Club (POM)
Nov- Membership (Tom)
Dec- Holiday Party

Fundraising: Reported by Holly.

Annual Golf Outing: Reported by Holly. Outing is on July 13th. Golf outing printing was donated by Olmsted Printing. Approximate cost of postage is around \$130. Other means of communication of event include: direct mailer, posting on Facebook, posters in businesses, direct emails from Holly, and mass emails from Chamber. Push to advertise early bird rate which is June 29th. Two weeks to cancel to save on marketing and trophies. Suggested to post a poster at Creekwood & Mallard Creek. Still in need of door prizes/baskets.

Heritage Days: The parade is Thursday, August 2nd at 7:00pm. Line-up time is 5:30pm and parade help is needed for walkers in the parade. Bill, Karen, & Kathy volunteered to help. Reported by Cindy.

Marketing and Promotions: Reported by Jeremy.

Coupon Book – Files to Olmsted Printing two weeks ago, getting ready to print. Should be printed once Mark returns for final approval around the first of July. About two weeks after final approval to be received in the mail.

Community Guide – Is on hold until Spring 2019. Two reasons to delay this fundraiser are: the City intends to print in Fall 2018 which competes for advertisers and the timing of the Coupon Book creates a conflict/confusion for advertising dollars.

Website Development: Reported by Bruce via email:

- The new website design and content are ready to be reviewed.
 - Please feel free to jump into the site and review and point out any missing content or content that should be adjusted and send my way.
- Member Directory
 - I have published the member directory and programmed it to pull all members from Wild Apricot using their API.
- Wild Apricot
 - We need to get all future events in there, probably after golf.
 - I will need to coordinate with Cindy on getting PayPal connected with Wild Apricot. I attempted earlier, but there was issues with connection.
 - We will want to get others logged into the Wild Apricot system to update / refresh the members to the proper statuses.
 - Donna and Tom I believe should get in there and start getting familiar with how to:
 - Manage members
 - Manage events
 - Manage notifications
 - Manage contacts

Next steps:

- Please review the site and start sending me feedback and questions.
- We probably will want to think about launching after the golf outing so there is no confusion.

POM: Gave Mark Boepple with POM Olmsted member info to send out email blasts directly from POM. Go-cart racing August 22nd. Parma outing on August 29th. Reported by Bill.

New Business: Bright Star nomination deadline is August. Please consider nominating someone for this award.
Reported by Kathy.

MOTION to adjourn the meeting; Jeremy. Seconded; Steve. All approve. Meeting adjourned 9:16am.

Respectfully Submitted,

Donna Winter
OCOC Board Secretary