

Monthly Meeting of the Oregon Chamber of Commerce Agenda
Wednesday, June 21, 8:30 a.m. - Chamber Office

Highlights:

- Chris Chapman was approved as Board vice-president
- Mural: Board has final approval of design
- Approved the Director's Annual Dinner budget as submitted.
- Terry and Jeff will take on CGI project
- Office supply purchases were approved as presented by Director
- By-Law task force is Chris Chapman and Neal Trainor

Present: Neal Trainor, Chris Chapman, Merlin Hagemann, Jon Von Tish, Roger Castle, Terry Schuster, Jeff Bold, Bob Coulter, Deb Fane (office manager), Rande Mennenga (Director). Absent: Rebecca Hazzard, Rob Gieraltowski.

Note: on June 13, John Von Tish was nominated to the Chamber Board by text as Board President. Merlin seconded. Eight of ten responded with approval. There were two no responses. Motion passed.

1. Call to Order (John VonTish) at 8:30
2. Approval of October Minutes
 - i. Neal moved to approve, 2nd by Jeff. Unanimous approval by voice vote.
3. Treasurer's Report
 - i. Review monthly financial report (Roger Castle)
 1. There was discussion regarding our revenue deficit (\$17,006), largely due to revenue shortfall in membership dues and "Shamrock the Town" fundraiser **(together accounting for 90% of shortfall)**
 2. **Account balance at beginning of year was \$58,097. It is currently \$45,857.**
 3. Chris motioned to accept treasurer's report. Second by Merlin. Unanimous approval by voice vote.
 - ii. Review and approve credit card statement, monthly bank statement reports and approval of bills
4. Ongoing Business
 - i. Motion to accept resignations from the board of Donna Mann and Michelle Carreno.
 - a. Motion made by Terry and 2nd by Jeff. Unanimous approval by voice vote.
 2. Discuss need to nominate Board V.P; and to nominate new board member to fill vacancy.

- a. Two nominations for V. P. were put forward: Jeff Bold and Chris Chapman. Vote was held by secret ballot. Chris Chapman was voted into the position.
 - b. Two suggestions for new board member were put forward: Joseph Ring and Meg Miller. Terry will contact them to ask for letter of interest and background information. Interviews may follow.
 - ii. Brief updates (Randee) - **Informational**
 1. Mural – Emerging Leaders have selected an artist who is finishing redesign. Final approval of redesign will be by Chamber board. Cost of the project will be covered by City of Oregon.
 2. Website – Randee has about 75 of 400 listings remaining to do.
 3. **Annual dinner**
 - a. *Committee: Candace Rivera, JoAnne Canfield, Tyler Mowry, Randee Mennenga*
 - i. *Tentative theme is Summer Picnic*
 - ii. **Set up will be by Ambassadors.**
 - iii. *Next planning meeting will be in mid-July*
 - iv. **There will be no Dessert Dash**
 1. **It was noted desserts had brought in \$2,700 last year**
 2. **Other revenue sources will need to be developed**
 - b. **Proposed budget**
 - i. **Director presented a proposed expense budget of \$4,7003 based on last year's costs (which was \$3,872). Jeff motioned to approve, 2nd by Chris C. Unanimous approval by voice vote.**
 4. Candlelight walk – planning is progressing well.
 5. CGI video – requires a lot of time and work.
 - a. Terry and Jeff will work on this project.
 6. Tourism binders – 17 have been completed. (see list at end of minutes). *Project completed.*
 7. Retail space – this has been ordered and received. *Project completed.*
 8. Office supplies (**discussion**) – Jeff and Randee put forward a list of office equipment (computer, printer, and software) which were felt to be necessary for the efficient operation of the Chamber. Current equipment is considered to be outdated and insufficient. **Budget request of approximately \$4,000. Chris made motion to approve this expense. 2nd by Neal. Approved unanimously by voice vote.**
 - iii. Byronfest sign-up for July 7th – 9th
 1. Sign-up sheet was passed around
 - iv. Board member bios
 1. To be completed and turned in by July 1.
5. New business (**discussion**)
 - i. Summer fundraiser (Rebecca?)
 1. No report at this time.

- ii. Assign Bylaws task force (John Von Tish)
 1. Discussion let to assignment of Chris C. and Neal T. to begin reviewing by-aws and to bring recommended changes to the board at the next meeting on 7/19.
- iii. **Winter fundraiser** (Ranee)
 1. Ranee floated the idea of a family-oriented movie night to be held near Christmas at the River's Edge Experience. This would be a ticketed event.
6. Executive Director Report (see report)
7. Board of Director Comments - none
8. Other Items – Jeff mentioned his desire to have more of Mt. Morris' arts activities mentioned in the tourism binder. He will discuss this further with the director at a later time.
9. Adjournment: Motion to adjourn by Neal, 2nd by Merlin. Approved unanimously at 9:38.

The 17 Tourism binders were distributed to: Rustic Ridge, River's Edge Experience, Maxon's, Happily Handmade, Taft, Hidden Timbers Gardens, Hazels, White Pines Ranch, Oregon VFW, Rock River Retreat, Patchwork Inn, Carid Cottage (Airbnb), Stronghold, Merlin's, Cork & Tap, Lutheran Outdoor Ministries, Coliseum (CMAAA),

<p>Nominating Committee: Rebecca H., Merlin H., Terry S. Personnel Committee: Rob G., Jeff B., Rebecca H., Jon VonTish Building/Finance: Merlin H., Roger C., Terry S. Events and fundraising: Rebecca H., Chris C. (+ vacancy)</p>

Respectfully submitted,

Terry Schuster