JAMESTOWN CHAMBER OF COMMERCE

BOARD MEETING MINUTES

September 3rd, 2015
Bridges Conference Room

PRESENT: Marilyn Munger, Aileen Flath, Cathleen Studley, Rusty Sallee, Kimberly Gregorzek, Peggy Kopelcheck. Petra Laurie

President Marilyn Munger called the meeting to order at 5:35 p.m.

Minutes of August 6th Meeting were previously sent via email and were approved.

Treasurer's Report- Cathleen emailed Treasurers Report. The General Account has a balance of $26,510.73 and the Chamber Check Account has a balance of $8,152.09.

Our Night At event netted $7,777.16 –if the usual donation ($1,500) is approved. Based on these numbers, the event will have netted $1,040.43 less than last year. At this time, there was discussion regarding donation amount to the Friends of the Jamestown Seniors and a motion was made, seconded and unanimously approved to donate $1,500 to the Friends of the Jamestown Seniors. A check will be forwarded to Aileen to be enlarged and a photo op presentation will be organized with the seniors and the Chamber.

Executive Directors Report –Aileen reported that:

- Taste Interiors ribbon cutting was a great success. Picture featured in the Press.
- New Homeowner Packets will go out each month at months end
- September Business After Hours is scheduled for September 17th at Island Animal/Jamestown Outdoors.
- Kiosk –sign is ready but Aileen discussed that we should not put up signage until kiosk is reinstalled next Spring. It was discussed that we might employ ambassadors next year as requesting volunteers for manning was not successful. Aileen reported that many tourists do indeed come to kiosk for information regarding happenings in Jamestown.
- Aileen requested that we purchase a batch of Chamber Checks-motion was approved.
- Aileen also requested the purchase of letterhead (from a discounted website) to be used for upcoming membership drive etc.-Motion approved.
- Aileen suggested that the Board work in October to promote new membership with a drive based on the list previously distributed. More info to follow.
- There was discussion regarding having a seminar at the library in late September or October for the membership on Business and Social Media Marketing Strategies. Additional seminars may constitute something that could be known as "Jamestown U".

- The new website is being worked on and should be completed soon.
- Aileen requested that individuals form a committee to have an "October Night Out" event. Perhaps have businesses remain open on a Friday evening with those not located in the downtown being able to place their displays, etc. outside of other host businesses. Perhaps a band in Veterans Square. More info to follow and committee to be formed.
- John Recca's letter to the Board was revisited—and all agreed that a question will be added to the January survey regarding the "Night At" event and its date, etc.
- The JFD is collecting for MDA this weekend. It was proposed that we make a $100 donation, after some discussion it was decided to table until next year.

Old & New Business/ Committee Reports-

a. Website Resign- covered in ED report
b. Membership-covered in ED report.
c. Marketing-covered in ED report
d. Education-covered in ED report
e. Kiosk-covered in ED report
f. Holiday Party—discussion regarding where to hold Holiday Party. Petra to investigate potential use of the Yacht Club.

Events –

"Night At'-All agreed it was a great night. Perhaps next year have small high top tables and ticket price point at $40/pp with a cash bar. Perhaps a"Taste of Jamestown". Aileen to check dates for next year and coordinate booking "Brass Attack" for 2016 with Petra.

Business Expo- it was agreed that if we have an October event that we should not have Expo this year.

Small Business Saturday- after some discussion it was agreed that perhaps an ad be placed to "Support" our businesses for Small Business Saturday. This item to be placed on October agenda.

Holiday Weekend-Chamber checks will be promoted and offered at a 10% discount to buyers.

Respectfully submitted,

Aileen Flath