

Jamestown Chamber of Commerce
Minutes for Board of Directors Meeting
Thursday, June 7, 2018
5:30pm
Bridges Conference Room

Present: Ben Thomas, Monique Paquin (Executive Director), Maria Flood, Bill Piva, Iain Wilson, Susan Hackman, Claudine Charron, Ernie Savastano, and Will Tuttle.

1. **Call to Order:** Maria called meeting to order at 5:38pm.
2. **Minutes of May's Meeting:** previously emailed by Ben. All seemed in order. Bill made motion to accept the minutes, Susan 2ndd, and all were in favor.
3. **Treasurer's Report:** Cathleen sent in an email as she wasn't able to attend. Party had been paid for and the General Balance \$19,076.56 and the Chamber Checks \$4,302.67. All in line.
4. **Executive Directors Report:** Monique reported 2 new members – Fish and Nanette Blish Wealth Management. Website is live and still working out some kinks. Lost some old emails, but working toward keeping transition smooth. A lot of members have been updating their info which is good. Decided we would run a Press ad for the Weenie Roast. Bill made motion, Ben 2ndd, all were in favor.
5. **Old & New Business/Committee Reports:**
 - i. **Events:** [Committee: Ben, Peggy, Maria, Kristen]
 1. Weenie Roast (7/19/18 at 5:30 p.m.)(\$20/\$25): Continued Discussion.
 - a. Maria has napkins and cutlery, and will get the food with Monique that day.
 - b. Bill, Iain, and Ben will get the wine and beer.
 - c. Mark and Maria will grill, will need another grill.
 - d. Eventbrite is live, doing the 50/50 raffle, and Bill will bring the cooler.
 2. Sunset Cruise/Ferry Charter (8/16/18 at 6:00 p.m.)(\$25/\$30)(*Max 40 ppl): Continued Discussion.
 - a. Susan to set up Eventbrite. Limited tickets, so hopefully sell out.
 - b. Maria will get snacks for the boat. Cash bar for people.
 3. **Tabled** - Tax Update (September)
 - a. Susan reported after the meeting that she and Jeff like to do it in the first half of November. Lots to cover and will help members with questions after the presentation.

4. Newport Hospital/Lifespan Wellness Panel/Community Discussion (10/11/18 at 6:30 p.m.): Continued Discussion.
 - a. Nothing new, but on the schedule.
5. **Tentative** Holiday Party/Fundraiser (12/7/18?)
 - a. Discussion about which day. CYC didn't have Fridays or Wednesdays. Conanicut Marine was having theirs the 8th. Was decided to ask Bay Voyage about doing it on 12/7. Ben will ask owner. Potentially have James Thomas again for music, then a DJ.

b. Government Relations: [Committee: Bill, Will]

1. 2018-2019 Fiscal Year Town Monies (\$4,000.00) Available to promote members/community.
 - a. Got from the Town. New bags from Peg will be deducted from this.
2. Welcome to Jamestown Signs
 - a. Received the quote from Bensen signs. Was \$8,265.75 per sign to put new ones in. Not in the Boards budget. Bill will reach out to Andy Nota with the Town to discuss options of assistance from the Town. Much needed and the first thing people see when they come to Town.

c. Marketing/Public Relations: [Committee: Ben, Peggy, Iain, Claudine]

1. Reusable Bag Distribution
 - a. Peg got more and they were dropped off at Will's Store. Will distribute at farmer's market and to stores.
2. Website Update – covered in ED's report above.
3. Jamestown Chamber of Commerce Window Stickers
 - a. Got a quote from Kerry Sheehan, but he felt the image we have is much too low resolution, so we're trying to track down the original. Ben reaching out to John McCauley.

d. Membership [Committee: Maria, Bill]

1. 2018 Membership Update – covered in ED's report.
2. Vote on Proposed Amended By-laws (Provided to Board on 6/15/18 via email)
 - a. Board had received for review. Ben made a motion to accept the changes, Iain 2nd d, and all were in favor.

e. Finance [Committee: Cathleen, Susan]

1. Annual Budget – covered in Treasurer’s report.

f. Notes

g. Board Member Terms

1. 2016-2019

- a. Ben (Second term)
- b. Cathleen (Second term)
- c. Maria (Second term)
- d. Ernie Savastano (2017-2019 Completion of Marilyn’s 2nd term, then eligible for (2) additional 3-year terms (2019-2022, 2022-2025))

2. 2017-2020

- a. Susan (First term)
- b. Kristen (First term)
- c. Iain (First term)
- d. Claudine Charron (2017-2020 Completion of Jeff’s 2nd term, then eligible for (2) additional 3-year terms (2020-2023, 2023-2026))

3. 2018-2021

- a. Peggy (Second term)
- b. Bill (First term)
- c. Will (First term)

Next Meeting: Thursday, August 2, 2018 at 5:30pm

Meeting adjourned at 6:25pm by Maria.