

**Jamestown Chamber of Commerce  
Minutes for Board of Directors Meeting  
Thursday, September 5, 2019  
5:30pm  
Sydney Wright Room - Jamestown Library**

**Present:** Will Tuttle (Sec.), Monique Paquin (Executive Director), Claudine Charron (Pres.), Jamie Munger, Susan Hackman (VP1), Charlotte McGregor, Rebecca Drzal, Ernie Savastano, and Bill Piva

1. **Call to Order:** Claudine called the meeting to order at 5:34pm.
2. **Minutes of August's Meeting:** Previously emailed by Will. Bill made a motion to accept, Susan seconded. All were in favor.
3. **Treasurer's Report:** Cathleen sent the August reconciliation reports previously. Claudine made a motion to accept, Jamie seconded. All were in favor.
4. **Executive Directors Report:**
  - a. PTO is seeking donations for the Wolf Pack Run. \$200 was suggested, Susan made a motion to approve, Jamie seconded. All were in favor.
  - b. Dept. of Business Regulation would like to send a representative to speak to the members this fall. Monique will try to arrange it for after a Board meeting.
  - c. David Barnes, owner of 24 Narr. Ave. has joined as a new member.
  - d. Regarding emails to the Chamber about the dinghy policy at Dutch Harbor, Monique will reply but it is not in our jurisdiction.
5. **Old & New Business/Committee Reports:**
  - a. **Events: [Ben, Jamie, Jason, Charlotte]**
    - i. Jamestown Day (Sun 10/6): [Sub-committee: Will, Jamie, Jason] The event will be scaled down to a cornhole tournament, apple pie bake-off and children's activities.
    - ii. BAH at Grapes & Gourmet 9/12.
    - iii. BAH at Jamestown Art Center: continued discussion.
    - iv. 2019 Holiday Stroll maybe 12/14. Possibly to include a decoration competition. Rebecca will reach out to Simpatico re: the Holiday Party.

**b. Government Relations: [Bill, Will, Rebecca]**

- i. 2019-2020 Fiscal Year Town Monies: \$4,000 is available. \$1,750 approved to spend on Welcome Guide. Potentially \$125 for Press insert (other ½ by Town), and \$515 for copies of the insert.
- ii. Welcome to Jamestown Signs: Signs are still being painted.
- iii. 2019 Parking Study & Survey: Underway.

**b. Marketing/Public Relations: [Ben, Iain, Claudine, Jamie, Charlotte, Dan]**

- i. Holiday Party and Stroll ad to be discussed in October, full page vs. insert (5300 copies would be \$890).
- ii. Welcome Guide: Discussed the meeting between Iain, Will and Robert.

**c. Membership: [Bill]**

- i. 2019 Membership Update – in ED's report.
- ii. 2019 Membership Drive: in conjunction with the Holiday Party? Monique will send a list of non-renewals.

**d. Finance: [Cathleen, Susan, Dan]**

- i. No new items.

**6. Board Member Terms:**

**a. 2017-2020**

- i. **Susan Hackman (First term)**
- ii. **Iain Wilson (First term)**

**b. 2018-2021**

- i. **Bill Piva (First term)**
- ii. **Ernie Savastano (First term)**
- iii. **Will Tuttle (First term)**
- iv. **Claudine Charron (First term)**

**c. 2019-2022**

- i. Ben Thomas (Third term)**
- ii. Cathleen Studley (Third term)**
- iii. Jamie Munger (First term)**
- iv. Jason Hatch (First term)**
- v. Dan Dwyer (First term)**
- vi. Rebecca Drzal (First term)**
- vii. Charlotte McGregor (First term)**

**7. Next Meeting:** Thursday, Oct. 3, 2019, 5:30pm, at the Library. To be followed by DBR presentation.

**8. Meeting adjourned at 6:32pm.** Jamie made the motion, Charlotte second.