

GREATER OGDENSBURG CHAMBER OF COMMERCE
BOARD OF DIRECTOR'S MEETING
MINUTES
January 18, 2017
Dobisky Visitor's Center

Call Meeting to Order: The meeting was called to order by President Sean McNamara at 12:02 p.m. A quorum was present. Sean asked everyone to introduce themselves for our new board members.

Members present: Michele Catlin, Sean McNamara, Lee Jones, Alex Augsbury, Kim Demers, Kevin McDonough, Melissa Lalonde, Shelly Jameson, John Rishe, Rhonda Roethel, Betsy Porter, Derek Van House, Steve Hawes, Kathy Bogart, Sarah Purdy, Craig Chevalier, Christopher Pitcher, Wayne Izzo, R. O'Donnell, and Michael Thayer.

Members excused: John Wade, Judy Ryan, Marcia Le May and Amy Hartford.

Members absent: Julia Stevenson.

Introduction of Guest: There were no guests.

Approval of the December 14, 2016 meeting minutes: A motion was made by Kevin McDonough to approve the December 14, 2016 minutes as written. The motion was seconded by Kim Demers and carried by all.

President's Report & Correspondence: A thank you card was received from the Salvation Army for a donation, Canton Chamber of Commerce newsletter, and an invite from Penski to a Career Fair at SUNY Canton on March 22, 2017.

Treasurer's Report: Alex Augsbury reviewed the December 2016 financials. Current month's expenses are \$10,327.74 and income is \$4,028.26 leaving a net loss of \$6,299.48 for the month. Year to date income is \$106,736.86 and expenses are \$109,977.98 leaving a year to date loss of \$3,241.12. Laura Pearson noted that we haven't received our 4th quarter allocation from the City of Ogdensburg yet nor the BASS Tournament money. Once those monies are received, there will be a profit at the end of the year. There was some discussion. Sarah noted that the city can be billed every six months instead of quarterly. Additionally, it was noted that all billed monies stay on the budget year they were billed. A motion was made to accept the December financials as presented by Kim Demers and seconded by Craig Chevalier and carried by all.

Executive Director's Report:

- **Student of the Month** – next presentation is scheduled for Thursday, February 2nd – 9 am at OFA and 9:30 at BOCES.
- **Board Info Packets** – New name tents, meeting/events list, board with terms and board contact info sheets. Also, if Laura doesn't have a board profile form for you – a blank is provided. Please review the board contact spreadsheet to make sure your contact info is correct.

- **Committee Sign-Ups** – Please review and sign up for the 2017 Committees you are interested in – the corresponding Volunteer Sign-Up for each event is provided, as well. We ask each board member sign up for at least (4) committees and work (4) events. Please make sure to put our events on your calendars, too.
- **Polar Bear Plunge** – We have worked up all the new letters and pledge sheets and sponsor packets were mailed out on December 15th. We sent all our members the sponsorship information.
- **Membership Renewals** – were mailed on out on December 15th. To date, we have received (114) renewals from the (236) membership list. I am working on developing a list of potential new members that I will ask the membership committee to help me contact.
- **Vendor Event Packets** – we mailed out over (600) vendor packets to our vendor list that included applications and a calendar of all our events. We have had a great response from this mailing – some vendors have signed up for 2-3 events already. We will be sending the vendors a Vendor Membership packet next – encouraging them to join the chamber.
- **2017 Budget** – The DRAFT Budget was emailed to you last week for your review.
- **American Red Cross Blood Drive** – was held on Friday, December 23rd from 11 am to 4 pm at the Dobisky Visitor’s Center – we had (25) donors who donated (28) pints of blood and helped us reach 100% of our goal. The next drive is scheduled for February 17th.
- **Social Media Workshop** – Co-sponsored by the SBDC was held on Tuesday, January 10th – we had over (50) registered but only (24) attended due to the bad weather. It was a great workshop and I look forward to more collaboration with SBDC.
- **Facebook** – Laura has asked Kim to research our members to see if they have Facebook pages, like their Facebook page and put their link on our website. We have also asked our members to “like” and “share” our Facebook page with their family and friends. I would like to remind the board to please visit the Chamber Facebook page and “like” & “share” it too. Also, I have activated our Twitter account and posted the Polar Bear Plunge on it as well. We are trying to use more social media to promote the Chamber and our events.
- **Board Meetings** – reminder that our next board meeting has been changed to February 22nd due to a conflict with the room at DVC.
- **Florida Market Meeting** – Laura met with John Morrison and Brooke Rouse on February 6th to discuss marketing ideas for marketing to the Florida market at the airports in Orlando and Ft. Lauderdale. We discussed putting some packages together with hotels/bed & breakfasts for golf, fishing, hiking etc. in the summer months.

- **2017 Travel Guide** – Laura wanted to remind the board that we have a very limited amount of the current travel guides left in the office. We should be discussing if we are planning to continue with the travel guide concept or streamline the process and offer an Ogdensburg City Guide or a map with information listed on it as we have done in the past. Laura will research some options and present it to the board in February.

Committee Reports:

Polar Bear Plunge -- Laura reported we are on track for the Polar Bear Plunge. She noted that we received a first ever sponsorship from Casella Waste. The sign is hung up on Ford Street. Laura asked all members to take posters and pledge forms to distribute.

Old Business:

Raise for Office Staff -- It was noted that the secretary in the office has not received a raise this year, but did get a raise in pay with the new minimum wage laws. Laura also asked the Executive Committee to give the secretary an additional raise. After much discussion, an agreed upon pay increase was presented for vote. The motion to award the office secretary a raise was motioned by Kim Demers, seconded by Wayne Izzo and carried by all.

2017 Proposed Budget -- Sean McNamara presented the 2017 budget. After minimal discussion, a motion was made by Kim Demers to approve the budget as presented. The motion was seconded by Lee Jones and carried by all.

Roundtable:

Rhonda reminded everyone of the upcoming Remington event, and that there is a group of citizens working to get the cross country ski trails open again.

50/50 Raffle: Derek won the 50/50 of \$15 and donated it back to the Chamber.

Adjournment: A motion to adjourn the meeting at 12:35 was made by Sean McNamara, seconded by Betsy Porter and carried by all.

NEXT MEETING
Wednesday, February 22, 2017
DOBISKY VISITOR'S CENTER