

**GREATER OGDENSBURG CHAMBER OF COMMERCE  
BOARD OF DIRECTOR'S MEETING  
MINUTES  
December 22, 2017  
Sherman Inn**

**Call Meeting to Order:** The meeting was called to order by 2<sup>nd</sup> Vice President Betsy Porter at 5:39 p.m. – she presided until President McNamara arrived. A quorum was present.

**Members present:** Kathy Bogart, Craig Chevalier, Kim Demers, Wayne Izzo, Penny Kerfien, Kevin McDonough, Sean McNamara, John Missert, Christopher Pitcher, Betsy Porter, Sarah Purdy, Judy Ryan, Derek VanHouse and Lisa Woodward.

**Members excused:** Michele Catlin, Becky Delles, Dawn Merz, Rhonda Roethel and John Wade.

**Members absent:** Ray Babowicz, Sue Duffy, Lee Jones, Michael Thayer

**Introduction of Guest:** 2<sup>nd</sup> Vice President Porter introduced John Missert and Lisa Woodward – new board members.

**Approval of November 15<sup>th</sup> meeting minutes:** A motion was made by Penny Kerfien to approve the November 15, 2017, minutes as written. The motion was seconded by Sarah Purdy and carried by all.

**President's Report & Correspondence:** President McNamara welcomed the new board members and reported the following correspondence was received:

- Annual Dinner – Thank You Cards from Key Club, Builder's Club & Mort Backus and Sons Inc.
- SOM – Thank You Card – Ian Morrow
- Remington Art Museum – Winter Info Brochure; Request for Donation Letter and 2016 Donor Report
- SLCOC December Newsletter
- Indian River Lakes Conservancy Newsletter

**Treasurer's Report:** Derek VanHouse reviewed the November 2017 financials. Current month's income was \$15,100.62 and expenses were \$15,160.40 leaving a net loss of \$59.78 for the month. Year to date income was \$103,772.21 and expenses were \$104,005.66 leaving a net year-to-date loss of \$233.45. In 206, we had a net loss of \$1,294.65 for the month but had a YTD profit of \$3,058.36. Derek will be looking at the spreadsheet and working with Laura to help streamline it for 2018. Craig asked if we could add another column for the previous year's figures – Derek said that he could do that easily. Laura noted that the BASS money was received of \$3,019.00 but that was short \$350 that we expended – Matt Curotolo is checking on that for us. We have also billed and received the 2017 fourth quarter installment from the City.

Laura also noted that she was still waiting for some Annual Dinner payments and that we have not been billed for the Thanksgiving Craft Show for using the school or Pepsi so we have some revenues and expenses that she is trying to close out for the end of the year. A motion was made by Craig Chevalier to accept the November financials as presented. The motion was seconded by Kevin McDonough and carried by all.

#### **Executive Director's Report:**

- **Facebook** – Please visit the Chamber Facebook page and “like” & “share” it with your family and friends.
- **Thanksgiving Craft Show** – We had over (90) vendors and over (1000) attendees. Thank you to our sponsors: Kimro’s Medicine Place, Hoosier Magnetics & Community Health Center of the North Country/Bus Run. Thank you to the Board Members who worked the event. We donated 296 lbs. of food to the Ogdensburg Neighborhood Center.
- **Light Up the Night Parade** – We had a great time riding/walking in the Christmas Parade – Monica Stone from Canton Carriage had her sleigh all decorated. We had Judy Ryan, Lee Jones, Wayne Izzo, Kim Snyder and myself representing the Chamber. Kim and Lee walked and handed out candy – the rest of us huddled in the wagon.
- **UH Orphanage Christmas Ornaments** – have arrived and will be on sale in the Chamber Office, Ed-Med Federal Credit Union and Kimro’s Medicine Place for \$18.00. We have sold a ton and only a few remain.
- **Student of the Month** – Thursday, December 7<sup>th</sup> – at OFA was Gavin LaMay and at BOCES was William Barse. Thank you to Ed-Med Federal Credit Union for sponsoring the OFA student and Jones Insurance Agency for sponsoring the BOCES student.
- **American Red Cross Blood Drive** – sponsored by the Chamber will be held on Friday, December 22<sup>nd</sup> from 11 am to 4 pm at the Dobisky Visitor’s Center.
- **Grand Opening/Ribbon Cutting** – Cam’s Pizzeria was held on Tuesday, December 19<sup>th</sup>. We had a great turn-out!
- **Chamber Office** will be closed on Monday, December 25<sup>th</sup> and Monday, January 1<sup>st</sup> for the holidays.
- **2017 Bass Reimbursement** – I sent Matt Curotolo all the copies of the invoices and check stubs for all the expenses for the 2017 Bass Tournament which totals \$3008.56. We still have \$350 outstanding for the 2016 reimbursement – Matt is checking on it for us.
- **Ogdensburg Pilot Bus Run** – We are still working out all the details but the pilot bus run will hopefully start in early January.
- **Polar Bear Plunge** is scheduled for Saturday, March 10<sup>th</sup> – please sign up to work. There is a poster in your packet – please display in your business. Also, the sponsor packets and plunger packets will be mailed this week.
- **Membership Renewal** notices will be mailed out the end of this week. Please consider an Associate Membership for \$20/Family is \$30 – admission to (2) events and 10% off in the Crescent Store.

## **Committee Reports:**

**Annual Dinner:** Laura reported that we are currently at a profit of \$8,965.71 and she is expecting more dinner money to arrive soon so our profit will be a little bit more.

**Thanksgiving Craft Show:** Laura reported that we have currently have a profit of \$9,990.60 but we haven't received the invoice from OFA for using the school or Pepsi for our soda use so the profit will be a little less. Laura was very pleased with both the events!

## **Old Business**

## **New Business**

- **Board Committee Choices** – Laura distributed a couple of committee lists so the board could sign up for the events and standing committees they were interested in – she will send out the final version after all the board members get a chance to review it.
- **Re-Scheduled January Board Meeting – Wednesday, January 24<sup>th</sup>** – Sean explained that he would like to move the board meeting to the next week to give the Finance Committee a chance to meet and put together a DRAFT budget. Craig Chevalier made a motion to move the January Board Meeting. The motion was seconded by Penny Kerfien and was carried by all.
- **Finance Committee Meeting** -- has been scheduled for Wednesday, January 10<sup>th</sup> at 5 pm – location to be announced.

## **Roundtable**

Nothing was reported.

**50/50 Raffle:** Was not circulated to members.

**Executive Session** – Craig Chevalier made a motion to move to an Executive Session. The motion was seconded by Kevin McDonough and carried by all. Laura as excused from the meeting.

**Adjournment:** A motion to adjourn the meeting at 6:10 was made by Wayne Izzo, seconded by Kim Demers and carried by all.

**NEXT MEETING**  
**Wednesday, January 24, 2018**  
**Dobisky Visitor's Center**