

# JAMESTOWN CHAMBER OF COMMERCE

## BOARD MEETING MINUTES

Nov. 6, 2014

President Rusty Sallee called the meeting to order at 5:35 p.m..

**PRESENT:** Executive Director John McCauley, and Board Members, Jeff Bush, Maria Flood, Kimberly Gregorzek, Petra Laurie, Sonya Morton-Ranney, Marilyn Munger, Rusty Sallee, and Mark Swistak.

**ABSENT:** Cathleen Studley, Ben Thomas, and Kristine Trocki.

The minutes of the October 2nd meeting previously sent via email were accepted.

**Treasurer's report** – The Treasurer's report previously emailed was approved. Currently \$13,261.44 in the General account and \$6,542.09 in the Chamber Check account.

**Executive Director** – John McCauley asked the Board to think about whether it wanted to participate in a Nominee for the 2015 Small Business Person of the Year. The Wednesday 11-12-14 Business Seminar at the Library is set with three panels of three, and publicity has been sent out to the Press and surrounding papers. Set up help is needed. There are 8 \$50.00 sponsors. Upcoming, there is a possible opportunity for participation in the RI Boat Show, and we will hear more at the Jan 4<sup>th</sup> Board meeting. A thank you letter came from the Youth Litter Team for the Chamber's recognition of their efforts. John announced he will be away Dec. 5 – 16<sup>th</sup>.

### **Old & New Business/Committee Reports:**

**Membership:** Sonya reported on the Membership committee meeting that was held 10-22-14. It was recommended that Business After Hours be open to all as a welcoming gesture, and due to the difficulty of collecting from non-members. The Board approved, and it was noted that a donation basket will be set up when appropriate to recoup some of the expense. There will be a Membership Drive in November and December, with an email blast being done by John and a Press Release. Any chamber Board member who brings in a new member in Nov or Dec. will receive a \$20.00 Chamber check. A Chamber brochure is being put together listing members and activities to hand out. A Member survey will be sent out in Jan. 2015 re members desires and concerns for the Chamber and the Town. The annual membership billing and Presidents Annual letter to be stuffed at the end of the meeting. New chamber members are Adams Financial, SO RI and Jamestown Mercantile.

**Government:** Rusty and John met with the Town Administrator re possibilities for Jamestown and development of business support, particularly re a vision for Narragansett Avenue. Rusty reported that from Discover Newport he has heard that the Volvo Ocean race is going to be a major happening in 2015, and the question is how to have it bring additional business to Jamestown.

**Marketing:** John reported on the Marketing meeting held 10-8-14 where the upcoming business seminar was discussed, and prospective Holiday activities. Also, he presented proposals for radio ad possibilities from WADK and 99.3. There was Board discussion re whether we want to continue ads in SO RI, and a motion was passed to redo ads in SO RI for 2 more months. We have \$1,000+ left from the Town grant of \$4,000 from the beverage/food tax. The Board confirmed we wish to keep moving toward a Kiosk at East Ferry this summer. The possibility of highlighting Small Business Saturday was discussed, and that we could do an ad, and/or use Island Chatter and put it on Facebook.

**Events:**

Recap- Lila Delman Business After Hours Open House was a good event.

**Upcoming:**

Nov. 12<sup>th</sup> Business Seminar at the Library, 4:00 – 6:00

November 20<sup>th</sup> Business After Hours at Cathryn Jamison/Jamestown Mercantile

Dec 4 - Christmas Party at the Narragansett Café. \$35.00 per person, decorating can be done that day, Cathy Recca is booking a band, 6:00 appetizers, 7:00 dinner, cash bar. Our Chamber Board meeting will be held prior to the party.

Dec. 5, 6 & 7 – Holiday Events. Saturday Santa arrival and Tree lighting, Chamber Check discount weekend and Downtown Stroll.

Dec. ? - Teddy Bear Tea – location? Mark will check with Charlie Petit.

Dec. 17– joint BAH with South RI Chamber at the new Whalers Brewery in Wakefield, \$5.00.

Winter 2015 Breakfast series – Mike Swistak is coordinating. January will be members only with speakers February and March.

**Other Business:**

Discussion re the Rotary Bike Race that occurred over Columbus Day weekend. Rusty recused himself as past president and member of Rotary. Reports of the effects of the race on the Downtown and local businesses were heard due to the number of participants, parking, and downtown road closures that had not been advertised. A letter will be written to the Rotary expressing concern.

**Next Meeting** - Thursday, December 4th, 5:30 PM, at the Narragansett Café, prior to the Christmas Party.

Respectfully submitted,

Sonya Morton-Ranney  
Secretary

