

**JAMESTOWN CHAMBER OF COMMERCE
BOARD MEETING MINUTES
NARRAGANSETT CAFE
Dec. 4, 2014, 5:00 PM**

First Vice President Marilyn Munger called the meeting to order at 5:05 PM

PRESENT: Executive Director John McCauley, and Board Members: Jeff Bush (5:15), Maria Flood, Kim Gregorzek, Petra Laurie, Cathleen Studley (5:30), Sonya Morton-Ranney (5:30), Marilyn Munger, Rusty Sallee (5:25), Mark Swistak and Ben Thomas.

ABSENT: Kristine Trocki

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

Treasurer's report – The Treasurer's report previously emailed was approved.

Executive Director – John McCauley reported on the November seminar, promotion for Small Business Sat. and the status of member renewals for 2015. He also recommended that classified ads and announcements to be placed for a replacement Executive Director in January. Proposed start date for new ED to be 4/1/2015. John had previously announced to the board his leaving of the position via email. Marilyn Munger was nominated and accepted as chairwomen of the search committee – John will provide Marilyn with all candidates.

Old & New Business/Committee Reports:

Membership: Sonya discussed sending a reminder out for the 2014 new members referral program.

Government: John attended a formation meeting of the Jamestown PD Citizens Committee on Nov. 6th on behalf of the Chamber. The purpose of the committee is to foster communication with the community and the PD.

Marketing: John indicated that a committee meeting will be announced for January to discuss a kiosk proposal. Additionally:

- Cathryn Jamieson was approved as the Jamestown Chamber's nominee for the 2015 Small Business Person of the Year based on her enthusiastic and committed service to the community.
- The board approved a Chamber backed forum on the "Fate of the Jamestown Business District".
- A member survey will be prepared and sent to the board for use at the January breakfast meeting.

Events:

Recap- the November BAH at Jamestown Mercantile was considered a success

Upcoming:

- Tonight – Holiday Party
- Dec. 6 & 7 – community holiday events weekend
- Dec. 17th – Joint BAH with So RI Chamber at Whalers Brewery in Peacedale
- 2015 Breakfast series – Jan., Feb. & March – dates to be announced

Other: Mark to contact Town on broken Jamestown sign on the Conanicus Ave.

Next meeting to be January 8th – based on a subsequent email sent by Sonia.

Submitted by John McCauley, Executive Director