

# Jamestown Chamber of Commerce

## Board of Directors Meeting Minutes

Thursday, December 2nd, 2015

5:30pm

Bridges Conference Room

1. **Call to Order-** Marilyn called the meeting to order at 5:35pm.

Present: Mark Swistak, Jr., Ben Thomas, Maria Flood, Cathleen Studley, Marilyn Munger, Kim Gregorzek, Petra Laurie, Peggy Kopelcheck, and Aileen Flath (Executive Director)

2. **Minutes of November Meeting-** Minutes were previously emailed out. Kristine filed a motion to accept. Mark seconded, and all were in favor of accepting the previous month's minutes.

3. **Treasurer's Report-** Cathleen updated us on the lost data, which is now being backed up by her work. She will re-do past figures in January on Quicken. General account is \$19,272.27 (Last year this time \$13,261 by end of Nov). Chamber checks account is \$6,419.80 (Last year this time \$6,397).

4. **Executive Directors Report-**

- a. New Home owner packets are being prepped and will go out shortly.
- b. The new website went live yesterday, and being checked for mistakes.
- c. Membership renewal mailed out. So far, \$5,830 received including 7 new members.
- d. Christmas party emailed out twice with 27 RSVPs so far. Aileen to have Jamestown Press correct what they wrote about it being Open House to public. She doesn't know where that came from.
- e. More Chamber checks were passed out to the 4 stores that sell them for the Holiday Stroll. Ad was put in the paper for Checks and participating stores.
- f. Erin Donovan Boyle from Newport Chamber looking to do a joint open house some time soon with one of our Members. Suggested JAC as they're member of both and large enough to hold.
- g. Dave's Market was reached out to to join. They said they would, but would only pay \$175 even though it should be the max. Chamber discussed whether to or not with pros and cons. Motion was given to accept that amount for one year, then increase it from there. Reasoning was it would give us more options for food when we have events to keep costs down, and it would only be a trial run of a year.
- h. Still have \$2,500 of the Town's money to spend for the fiscal year, so Aileen was looking for ideas on where to spend that money.

## 5. **Old & New Business/ Committee Reports-**

- a. Website Redesign-update – Covered in ED’s report.
- b. Membership -Membership Drive/Renewals - Covered in ED’s report.
- c. Winter Breakfast Series – Aileen contacted Mike Swistak to help organize and come up with speakers. Decision to not do a survey as the first one this year.
- d. Dave’s Marketplace Membership - Covered in ED’s report.

## 6. **Events-**

- a. **Holiday Stroll** – Ad in the Jamestown Press. Mentioned in other areas of paper, too. Everyone is all set and weather looks great.
- b. **Holiday Party** – Everything set for J22 for December 10<sup>th</sup> from 6-9pm. Any overflow will be at Conanicut Marine next door. Maria bought festive hats and balls to pass out.

**Motion to adjourn at 6:05pm**

**Next Meeting- Thursday, January 7th at 5:30pm**