

## JAMESTOWN CHAMBER OF COMMERCE

### BOARD MEETING MINUTES

Thursday, May 7th, 2015  
Bridges Conference Room

**PRESENT:** Executive Director Aileen Flath, and Board Members, Mark Swistak, Kimberly Gregorzek, Petra Laurie, Marilyn Munger, Cathleen Studley, Rusty Sallee, Peggy Kopelcheck, Maria Flood, and Ben Thomas.

**Call to Order-** Marilyn called the meeting to order at 5:32pm

**Welcome to New Board Member** – New board member Peggy Kopelcheck was welcomed to the board.

**Minutes of April 2nd Meeting-** Minutes were previously emailed and were accepted by the board.

**Treasurer's Report-** Cathleen said that the tax return balances out and we owe no taxes. Aileen signed the forms since Cathleen couldn't. Our accountant feels we are in good shape financially. Motion to approve was given and accepted by the board.

#### **Executive Directors Report –**

- Aileen reported that 1 ad is left in August for the SORI promotion we backed.
- Jeff and Aileen attended the Town Council meeting regarding the Kiosk. The land use was approved, asked to keep structure close to curb to avoid trampling grass as much as possible. Asked to be ADA accessible when made. Jeff hopes to have for July. Talk of having a ribbon cutting ceremony to promote it.
- The grant we filed with Newport was not accepted, it was to help with kiosk costs.
- Aileen typed up the notes from the January planning meeting. Major themes were more advance notice on the calendar of events. And promote chamber checks better.
- May 21<sup>st</sup> Business After Hours was discussed as to a 50/50 raffle or charging for attending. It was decided no raffles or charges, but donation bucket could be put out.
- Aileen made a list of non-members who advertise in Jamestown Press and phone book. List was distributed and board members will help find addresses, so they can be mailed in hopes of picking up new members
- Aileen discussed our 2 different logos. It was determined we should use the 'Strengthen our community' logo with the Island and the butterfly shape. Other one may have issues with Island Realty trademarking the slogan.
- Moving toward switching website to Wordpress with help of Todd Hampson. He's willing to do, but too busy right now. Will make it more user friendly and easier to update for ED.
- Aileen offered to go to the Rotary Picnic on Memorial Day and set up a table to showcase the Chamber.

- Aileen will also bring coffee and maybe snacks to the Veterans who put up the flags for Memorial Day as a gift of gratitude.
- Business Expo – Decided we're too late for a Spring one, but discussion of having one in the Fall. Hope is to entice more members and promote it better for better attendance.

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

- a) Letter from Board Member Kristine Trocki – Discussion of Kristine's letter. It was decided that only missing a few weeks with good reason would not constitute removal, and all agreed to want Kristine to stay.
- b) Review 2015 Jamestown Chamber Committees- Aileen read off who was in each Committee. All was accurate and no one opted out of anything.
- c) Membership- Status of Renewals/Potential New Members List –Aileen reported that Coastal Dental joined the Chamber. She also read a list of who hadn't re-upped from last year. She was going to call on them to see if they're still interested.
- d) Government-"Fate of Jamestown Business District"-Planning Forum – On agenda from last month. John was going to come in and discuss. We were going to ask Kristine to reach out to Gene Mihaly, who was spearheading the initiative for a round table discussion of the downtown district, to see where we stand.
- e) Marketing- Covered in ED's report.
- f) Kiosk- Covered in ED's report. Jeff not in attendance for update on progress.
- g) Planning Session Follow- Covered in ED's report.
- h) Rotary Club Race- Letter from Chamber/Response/Memorial Day Picnic – Discussion of helping the effected businesses along East Ferry Wharf where start and finish is. Rusty spoke about the Rotary doing everything possible to find a new place to start/finish. Determined that there wasn't another place on the island acceptable. They want to cooperate, so will be looking into banners and better signage, also allowing people into the parking lot when appropriate for access to businesses.

### **7. Events-**

**Business After Hours-** Covered in ED's report. Will send constant contact email. June is Fair Trade, July is weenie roast, August is Night At. We were going to ask Kristine to reach out to owner of Dutch Harbor to see if they would let us use the usual space for July 16<sup>th</sup> for the Weenie Roast.

**Memorial Day Parade** – Discussion of using Mark’s truck again. Get a newer banner that better showcases that we’re the Chamber. Also decided to get 15 hats with the logo on them for us to wear and for the person in the Kiosk to wear as well.

“**Night At Fort Getty**”- Band is confirmed. Food was well received last year, so ask Chuck for a bid. Also, Peggy mentioned we could potentially ask Ann Deffley to join Chamber and have her put in a bid as well. Beneficiary was decided we would put an ad out for applications for people who want to be the beneficiary, then we can pick from them. Will give us publicity. Theme was discussed again. Nothing decided.

**Business Expo**-covered in ED’s report. Hoping for the Fall.

**Motion to adjourn at 6:50pm**

**Next Meeting- Thursday June 4th at 5:30pm**