

Jamestown Chamber of Commerce
Minutes for Board of Directors Meeting
Thursday, September 7, 2017
5:30pm
Bridges Conference Room

Present: Kristen Petrarca, Maria Flood, Iain Wilson, Ben Thomas, Mark Swistak, Jr., Jeff Bush,
Cathleen Studley, Susan Hackman, Bill Piva, and Ernie Savastano

1. **Call to Order:** Maria called meeting to order at 5:31pm.
2. **Guest:** Bob Bailey came in to discuss the Rocket Hogs Fireworks and the potential for us to help.
 - a. Bob and Kerry Sheehan looking for some help. They were 3, but even that was a lot of work. Both would stay on – Bob in fundraising and Kerry in marketing/ads/t-shirts, but looking for help to spread the word, man the t-shirt stand on weekends, help to ad corporate sponsors, and potentially take over down the road. As of now, they're pretty dialed in with Town, police, fireworks company, etc... Looking for more boots on the ground and help.
 - i. After Bob left, Jeff led the discussion as to how we could really benefit from taking it over and making it a big Town event. Discussing ensued and board decided to ask Bob what exactly the transition would look like and how we could best be used. Jeff made motion to have Bob come back to define our role in transition, Cathleen 2ndd, all in favor. (SIDE NOTE: Ben spoke with Bob Friday morning and he will write up something).
3. **TENTATIVE Guest:** Robert Berczuk (Jamestown Press) was to discuss potential Chamber involvement for Halloween Candy Trade In/Support Troops/Support Local Business, but was unable to attend.
4. **Minutes of August Meeting:** previously emailed. Jeff made motion to accept, Ernie 2ndd, and all were in favor.
5. **Treasurer's Report of August:** Cathleen reported \$20,890.92 in general account, \$5,403.80 in Chamber Check account. She also reported our budget expenses for the rest of the year are right on track for where we thought we would be.
6. **Executive Directors Report:** Monique emailed:

Exchanged emails with Will Tuttle, new member, Conanicut Brewing LLC, in early August and after the last Board meeting re potential ribbon cutting/open house/BAH/event he might be willing to host for early fall in either September or October. He will let us know when he is ready to plan something after his grand opening in the Bomes Theater.

Sent an email to the membership before Labor Day weekend offering to replenish map supply with members for late summer/Fall dispersement. Re-filled maps at Discover NPT, CMS Dock Office, Dutch Harbor, Police Department, Etc. ~2,500 maps

I checked in and replenished chamber checks at all retailers who were in need of additional checks/had checks to redeem and/or monies for us from their sales so they should be all set through the Fall.

Provided \$300.00 worth of Chamber Checks for the Press/Pet Calendar donation (voted on last month) to Robert.

Provided notice via email to members regarding the potential plastic bag ban public workshop and Town Council meeting.

Property sales from July and August are still not listed on the Town website. I will send homeowner postcards out as soon as they are.

7. Old & New Business/Committee Reports:

i. Events: [Committee: Mark, Ben, Peggy, Maria, Kristen & Donna DeFusco]

1. Potential Rhode Island Bridge & Turnpike Authority Discussion/Meeting for members, Maria has been speaking with them and it looks like nothing before November, but working on it.
2. Potential Joint SRI Chamber Event (October)
 - a. Iain reported they have their big event for the year in October, so a joint even next month is unlikely. He did think that we could have a few members go to a Business After Hours on 9/26 at the Saltwater Tavern to show support, then discuss a joint event down the line.
3. Holiday Party/Fundraiser:
 - a. Mark confirmed the date – 12/9/2017 starting at 5:30pm. Owner said we could give our budget of what we want to spend per person and he would create a great menu.
 - b. Discussed ED getting out a Save the Date email as soon as possible with the date. Board discussed pricing in hopes of making some money to donate to Jamestown Playground. Decided to have price at \$50 per person with \$30-35 per person to tell the restaurant for menu.
 - c. Would be Music as usual Holiday Party, buffet, silent auction items, and the 50/50 raffle. Maria to ask Secret Garden to get Pointsettias which we would leave for the restaurant.
4. Potential Fireworks Participation (2018): Discussed above under Bob's talk.

b. Government Relations: [Committee: Jeff, Bill]

1. 2017-2018 Fiscal Year Town Monies (\$4,000.00) Available to promote members/community.

- a. \$1,600 of this will be for ads for Holiday events, etc...
- b. Potential Uses: Reusable Bags w/ad spaces - waiting to see if the Town ban's plastic. If they do, then we can talk about making bags to sell with either ads or with our logo or both.
- c. **Marketing/Public Relations:** [Committee: Ben, Peggy, Iain]
- d. **Membership** [Committee: Maria, Jeff, Bill]
 - 1. Covered in ED report
- e. **Finance** [Committee: Cathleen, Susan]
 - 1. Annual Budget – covered in Treasurer's report
- f. **Board Member Terms**
 - 1. **2015-2018**
 - a. Peggy (First term)
 - b. Bill (2017-2018 Completion of Rusty's 2nd term, then eligible for (2) additional 3-year terms (2018-2021, 2021-2024))
 - c. Mark (Second term)
 - 2. **2016-2019**
 - a. Ben (Second term)
 - b. Ernie Savastano (2017-2019 Completion of Marilyn's 2nd term, then eligible for (2) additional 3-year terms (2019-2022, 2022-2025))
 - c. Cathleen (Second term)
 - d. Maria (Second term)
 - 3. **2017-2020**
 - a. Jeff (Second term)
 - b. Susan (First term)
 - c. Kristen (First term)
 - d. Iain (First term)

Maria adjourned the meeting at 6:41pm

Next Meeting: Thursday, October 5, 2017 at 5:30pm