



Columbia Chamber of Commerce – Board Meeting MINUTES–12/2/09

Meeting called to order by Debra Rose at 6:40 PM held at the Columbia Hills Country Club.

- Roll Call:**
- [X] Debra Rose-President (09,10,11,12)
 - [X] Louren Price-Vice President (09,10)
 - [X] Patty Rolko -Treasurer (09,10,11)
 - [X] Lynne Cook- Secretary (09,10,11)
 - [X] Wayne Brassell – (09,10,11)
 - [X] Marnie Butler – (09,10,11,12)
 - [] Joe Desmont – (09,10)
 - [] Ray Gurnick- (08,09,10)
 - [X] Vi Seidel - (09,10,11,12)
 - [] Jim Wright Sr. - (08,09,10)
 - [X] Pepper Richardson – (09,10,11)

PREVIOUS MINUTES:

Lou Price made a motion that we approve the minutes with corrections. Vi Seidel 2nd motion, Debra Rose called the motion to a vote – 7 yes, 0 no, 1 abstained. Motion carried.

TREASURER REPORT:

- **ACCOUNT BALANCES:**
 - Main Account Balance – \$4202.49
 - Homecoming Account Balance - \$5623.80
 - Miss Liberty Account Balance \$722.22

- **PRESENT BILLS FOR PAYMENT:**

It should be noted that an additional \$700 was received for the Festival of Trees since the last meeting. A request was made for \$211.67 in bills to be paid from the Main Account and \$57.11 in bills to be paid from the Homecoming Account.

Lou Price made a motion to pay the bills as presented, Lynne Cook 2nd motion, Debra Rose called the motion to a vote – 7 yes, 0 no, 1 abstained. Motion carried.

OLD BUSINESS:

- **POLICIES – Chair Debra Rose**
 - Committee to create and submit Policy Manual.
 - Debra will set up a committee to create and review a CCOC Policy Manual to be approved by the Board of Directors.
- **COMMUNITY GUIDE: -Chair- Debra Rose**
 - Waiting for finalization from Herald Printing on whether it will be cancelled.

□ **CCOC- 501(C)(3)-Patty Rolko**

No report – paperwork was received.

□ **OFEA Convention – 11/13/09 – 11/15/09**

- Attended by: Debra Rose, Marnie Butler, Violet Seidel, Pepper Richardson, & Lou Price
 - We made 2 presentations at the convention:
 - "How to create an inexpensive website" – Pepper Richardson
 - "Low cost ways to advertise your Festival" – Marnie Butler
- The topics listed were of interest and well attended.

Recessed for dinner at 7:03PM and resumed at 7:21PM.

NEW BUSINESS:

□ **Newsletter & Member Mailings**

- December mailing – Xmas Party notification
- Cards will go out Thursday with signatures. Columbia Animal Clinic should be a Spotlight as one of our longest members. The next March Spotlight should be N. Eaton Shield's IGA. Bootlegger's is a new member. Member packets should go out the first week in January 2010.

□ **Postcard mailing of upcoming member meeting and news releases**

- **12/16/09 Christmas Dinner**
 - Wayne & Debbie Brassell will be donating 2 baskets for this year's event.
 - We should be advertising to our members such as N. Eaton, Grafton and Olmsted Twp., places that do not have their own fireworks displays.

□ **EASTERN LORAIN COUNTY CHAMBER OF COMMERCE-Debra Rose & Patty Rolko**

- Name change?
- Meeting with Eaton Business Roundtable organization.
- Needs more review.

COMMITTEE REPORTS:

◇ **BENEFITS -Chair Pepper Richardson**

- **New Benefits from NOACC**
Borders – This is not set up yet but is to be a 20% discount for our membership.

◇ **WEBSITE – Chair Pepper Richardson**

Website hits for November were 28352 and hits for the year were 423,849. The Festival of Trees page is completed. The number one top site was the Election Results page. The 4th top site was OFEA.

◇ **JR. AMBASSADORS – Chair Pepper Richardson**

The next meeting is schedule for Sunday, December 13th at 6PM at the Townhall.

◇ **AMBASSADORS – Chair Patty Rolko**

There is nothing new to report.

◇ **COLUMBIA SAFETY PROGRAM – Chair Patty Rolko**

There is nothing new to report.

◇ **FINANCE & BUDGET COMMITTEE-Patty Rolko**

The committee will be deciding on a date. The budget is slated to be completed in January of 2010.

◇ **SCHOLARSHIP – Chair Louren Price**

It was recommended that a committee go through changes in the application.

◇ **GRANT COMMITTEE– Chair Louren Price**

There is nothing new to report.

◇ **MARKETING-Chair Marnie Butler**

Debra Rose, Marnie Butler and Pepper Richardson will make an annual timeline

◇ **ADVOCACY-Ray Gurnick**

There is nothing new to report.

◇ **MEMBERSHIP – Chair Wayne Brassell**

We have 70 regular memberships, 7 courtesy members for a total of 77 memberships.

◇ **FESTIVAL OF TREES – Chair Wayne Brassell**

- November 29, 2009 thru January 3, 2010
- *Deadline for sponsors –11/13/09*
- *Set up trees with lights-11/21/09*
- *Opening Ceremony-11/29/09 (18 kids to see Santa up from last year)*
- *Tear Down-Week of 1/4/10?*
- *Storage of Caricatures?*

It was suggested that next year we add 10 more caricatures. It was also suggested that the trees should be put inside the park next year. We need to acquire uniform tree sizes next year as well. A suggestion for a carriage ride was discussed.

◇ **PLACEMAT ADVERTISING – Chair Debra Rose**

Deadline 2/5/10 for fish fry's which run 2/19/2010 thru 4/2/2010
Work will begin on this project in January 2010

◇ **VALENTINE'S DANCE – Chair Jim Wright**

February 13, 2010
Pre-sale of tickets-Tickets will be printed and distributed.
It was discussed that every member should receive two tickets by mail.

◇ **MOTHER'S DAY PANCAKE BREAKFAST – Chair Jim Wright**

May 9, 2010 – 11:00am – 2:00pm

◇ **ENGINE SHOW – Chair Debra Rose**

June 5 & 6, 2010
Next Meeting-12/13/09 @ 7:00pm-Townhall

◇ **HOMECOMING – Chair Debra Rose**

June 25, 26 & 27, 2010
Next Meeting-12/13/09 @ 7:00pm –Townhall
The Beer Garden is sponsored by the VFW and should not be a liability concern for the Chamber.

2009-BOARD MEETING SCHEDULE

- 12/2/09

2010-BOARD MEETING SCHEDULE

- 1st Wednesday of each month.

2010 MEMBER MEETING SPEAKER SCHEDULE

The Marketing Department is currently working on getting;

- Legislative Dinner with Matt Lundy
- Energy Rebate or Savings Program with Pella
- Business Safety or Security
- Newsletter Schedule
 - March News the first week in April
 - May 15th prior to Memorial Day
 - August
 - Mid November
- 4/21/10
- 7/21/10
- 10/20/10
- 12/15/10-Christmas Party

Looking into the “Green Expo” which is currently held in Eaton as a venue for a joint sponsorship for business expo for our members.

NEW MEMBERS: -Pepper Richardson

COMMENTS FROM THE FLOOR:

Vi Seidel will return May 1st and submitted her proxy.

Motion to adjourn the meeting was made by Vi Seidel, and Patty Rolko 2nd motion. Debra Rose called for a vote on the motion and Motion was carried by unanimous vote 7 Yes, 0 No, 0 abstained. Meeting adjourned at 9:50 p.m.

Debra J. Rose (Signature on file)

Debra Rose/ President

Lynne Cook (Signature on file)

Lynne Cook/Secretary

Date Accepted: **2/3/10**