

DUNSMUIR CHAMBER OF COMMERCE

Board of Directors Meeting Minutes 2-12-2013

In attendance: Nancy Neubauer, David Clarno, Bryce Craig, Nick Clayton, Alta Meyer, Tony Catlett, Jody Bapsed, and Toni DeForet-Noiseux.

A motion was made by Alta to seat the current board and to recruit an alternate member, 2nd by David and a unanimous vote was taken.

Jody and Toni were introduced as new board members and the officers chosen as follows: Bryce Craig, President, Tony Catlett, VP, Nick Clayton, Treasurer and David Clarno, Secretary.

The minutes from the January meeting were reviewed, a motion was made by David to approve, 2nd by Jody and a unanimous vote was taken.

Nancy gave her Director's report, indicating Winterfest was highly successful and a very good fundraiser for the Chamber. She indicated the Business of the Year dinner was extremely well thought of and we broke even there. Discussed arrangements for our tax situation, all is well in hand. Went over Quick Books ideas, to be cemented when Jeanne Petruzello, our accountant, visits on the 20th. Nancy mentioned that she had cancelled the credit card machine as the cost was close to \$1000/year and it hasn't been used once in almost 5 months. Nancy indicated that she is going to go out into the community and surrounding areas to recruit "Community Partners" at the \$1000 and \$1500 levels.

Bryce made a motion for the new membership levels, 2nd by Toni and voted on unanimously.

She has also been collecting overdue membership monies and has successfully received over \$500 so far. Nancy indicated that she has had positive feedback from members about the increased communication coming from the Chamber, and the attention to the website.

Had a discussion about the volunteers and how best to work with them and it was decided that Bryce is going to come up with a Policies and Procedures Manual and we will implement that with the staff within 2 weeks.

Also, talked about the south billboard progress and it was decided to continue efforts to fill the billboard and maximize savings on design, implementation and installation.

Finance Report: Went over the preliminary budget. Nick is going to work with Nancy to have a

P&L, balance sheet and statement of cash activity monthly.

David Made a motions to adopt the budget, Bryce 2nd and a unanimous vote was taken.

There are several new businesses in town including the Dunsmuir Healthcare Center, Yaks, a jewelry store and a tattoo parlor. Nancy will make the rounds and ribbon cuttings will be scheduled.

Tony is going to take the lead on the Mixer's and one will be scheduled for March.

We are going to produce a quarterly newsletter, the one for the first quarter will have bio's and pictures of the board and some updates on Chamber activities.

We discussed goals for the Chamber in 2013. This is the year of moving the Chamber forward and many ideas for additional events/revenues were discussed and this will be an ongoing discussion.

Had some preliminary discussion about Mossbrae Music Festival, the possibility of taking over Brewfest with the Dunsmuir Rotary and a meeting has been scheduled with David, Nancy, Len Foreman-President of Rotary and Andy Aguillara from Mt. Shasta Ski Park this Thursday at 1.

Meeting was adjourned at 8p.m. after a motion by Tony Catlett, 2nd by David. Unanimous