

Agenda & Minutes: October 2008

Fulton Chamber of Commerce

Agenda

October 14, 2008

Noon

Call to Order

Minutes (following pages 2 & 3)

Treasurer's Report

1. September Treasurer's Report (see Excel attachment)
2. Budget Update (see Excel attachment)
3. Audit Update

Executive

1. Executive Director Meeting Report September/October (see attached)
2. Membership Drive Update (see attached)

Tourism & Promotions

1. Advertising Publications (available for review at chamber office)
2. Fall Festival Update
3. City Tourism Committee (see attached)
4. Christmas Walk - December 5, 5pm to 7pm, downtown Fulton

Government Affairs

1. Legislative Luncheon Representative Boland Rescheduled

Member Relations

1. Membership Education Committee
2. Quick Books Workshop - postponed until January 2009
3. Green Expo Update

Downtown

1. Fulton Retail Development Group Update

Old/New Business

1. Competitive Communities Initiative (CCI) Update
2. Next Board Meeting: November 11, 2008, at Noon
3. Other

Adjourn

Fulton Chamber of Commerce

Minutes from September 9, 2008

Attendance: Bill Stoermer, Linda Hollis, Lynne Loerop, Patti Housenga, Bill Wilkin, Heather Bennett, Greg Naftzger, Steve Owen, and Chuck Dykstra.

Absent: Paula Rogis.

Minutes: A motion was made by Housenga and seconded by Loerop to approve the minutes from August 12, 2008. Motion carried.

Treasurer's Report: Hollis reviewed report noting expenses and income for the month of August (end of fiscal year): \$205.98 revenue and \$1,258.17 expenses, leaving a balance of \$7,644.34. A motion was made by Wilkin and seconded by Owen to accept the August Treasurer's Report. Motion carried. Bennett provided a year to date budget update, which reconciled with the Treasurer's Report. The FY08 fiscal year will need to be audited and general consensus from the board was to proceed with requesting Garry Medema audit the books, pending his fee.

Executive: Bennett provided the August/September Executive Director meeting report. Membership renewal letters were mailed the first part of September with a due date of October 6, 2008. The raising of membership dues was discussed. The last time membership dues were increased was in 2001. After a lengthy discussion, a motion was made by Wilkin and seconded by Naftzger to increase membership dues by \$25.00 effective January 1, 2009. Motion carried. President Stoermer would address the increase in membership dues in his President's letter included in the October e-newsletter.

Tourism & Promotions: Copies of the July/August advertising were provided. Bennett provided the complete schedule of events for Fall Festival. All advertising and promotions have been released. Bennett has provided a step by step guide for implementation of Fall Festival and the Christmas Walk while she is on maternity leave. However, Bennett noted she would still work from home to organize the Christmas Walk and check email periodically. The 2009 City of Fulton Tourism Committee goals were provided to the chamber board as an FYI.

Government Affairs: The Legislative Luncheon with Representative Boland was cancelled because the legislature was called back into session. Some board members would like to see this rescheduled for yet this fall. Stoermer will check with Boland's office on a new date. Stoermer also suggested the Illinois Chamber of Commerce President may be willing to come and speak to the chamber membership during a luncheon yet this year or early next year.

Member Relations: Minutes from the Member Ed Committee were provided for review. The committee is promoting voter registration with the local newspapers and is finalizing details for a QuickBooks workshop. Bennett provided the board with a complete schedule of events for the Green Expo.

Downtown: Chuck Dykstra briefly updated the board on the progress being made to the former Vander Vinne building located in downtown Fulton. The doors and windows have been installed on the building and painting will begin soon.

Old/New Business: Bill Stoermer reported that the CCI Committee mailed out 2,700 community surveys and return buckets can be found in several locations throughout the community. Bennett reminded board her due date was October 18 but she plans on working up until the baby decides to come. Bennett will continue to check email from home and most likely, after the first few weeks, will stop in the office on a Saturday(s) to check up on things. Tammy Garibay and Linda Hollis will assist with any daily information requests, mail, and bill payments. If an event, such as a ribbon cutting or legislative luncheon is planned, Stoermer and Hollis will tend to creating and mailing out the invitations. Bennett will take her computer tower home so she has access to all of her work files and email addresses. Bennett will be able to email

out reminders and the e-newsletter to the membership, as well as update the city website from home. The chamber board will meet October 14 and November 11, 2008, as planned, but has yet to decide if they will take the month of December off. Linda Hollis offered to take the chamber minutes while Bennett is on maternity leave. Patti Housenga noted Community State will be doing crafts at the Masonic Lodge during the Christmas Walk.

Adjourn: A motion was made by Loerop and seconded by Housenga to adjourn the meeting at 1:00pm. Motion carried.

Next board meeting: Tuesday, October 14, 2008, at Noon.