

**CHAMBER OF COMMERCE
MEETING MINUTES**

Location- FNB of Trenton Community Room
December 9, 2009- 6PM

ROLL CALL

6:00PM

DIRECTORS PRESENT

Joe Helmberger, President
Ben White, Treasurer
Chris Lair, Director
Kim Cole-Smith- Director
Terri Lowe, Director
Angie Rios (arrived at 6:04pm)
Scott Hester (arrived at 6:23pm)
Cynthia Craddock-Clark, Office Manager

RECOGNITION OF NEW CHAMBER DIRECTORS

Joe introduced Kim Smith Cole & Terri Lowe as new directors to the board. They will serve a 3-year term which will end in 2012.

RECOGNITION OF MEMBERS/VISITORS

None

AUDIENCE WITH INDIVIDUALS WISHING TO ADDRESS THE BOARD

None

DISCUSS AND ACT UPON REPLACEMENT DIRECTOR FOR DEBI JORDAN'S POSITION. POSITION RUNS THROUGH 12/31/2011

Joe mentioned that Debi position is still available and asked for everyone to think of someone that would be interested in filling Debi's position. No action was taken.

APPROVAL OF NOVEMBER MEETING MINUTES

Tabled

APPROVAL OF NOVEMBER FINANCIAL REPORT & REPORT FROM BEN ON PROGRESS MADE ON STANDARDIZING ACCOUNTING SYSTEM

Ben presented the November financials. A motion was made by Angie to approve the financial report and was seconded by Chris. All were in favor and the motion passed unanimously. Ben also mentioned to the board that Cynthia's computer has Quick Books & the employee/payroll information on it now. He goes to the chamber office weekly to sign off on all checks and to view the info that Cynthia has input. He stated that all is well and that Cynthia caught onto the system really well.

DISCUSS AND ACT UPON CHANGING THE SIGNATURE CARD ON CHECKING ACCOUNT

Debi Jordan and Joe Helmberger's name will be removed from the signature card by 12/31/09. Names that should appear on the signature card starting 1/1/2010 are Kim Smith-Cole (Treasurer), Chris Lair (Director) & Ben White (President).

DISCUSS AND ACT UPON CD RENEWAL (2/8/2010) AT FIRST BANK FARMERSVILLE

The chamber's CD renewal date is on 2/8/2010. The board had quotes from First Bank, FNB of Trenton and State Farm. It was decided to split the CD apart, leaving \$5,000 in First Bank and the remainder will go to FNB of Trenton for one year and renew on a one year term. A motion was made by Ben and was second by Angie. All were in favor and it passed unanimously.

DISCUSS VINTAGE BASEBALL TEAM

After a brief discussion the chamber board decided that there was just not enough interest in pursuing the vintage baseball team at this time. The chamber had previously purchased baseball t-shirts that were to be worn during the games. Joe will email Debi and ask that the shirts be taken to the chamber office.

NEW APPLICATIONS/RENEWALS-DISCUSS AND APPROVE OR REJECT ANY RENEWALS OR NEW APPLICATION TO JOIN CHAMBER

Cynthia presented to the board, the names of the businesses whose membership is up for renewal-Ranch Dressin', 4-Star Pest Control, Dairy Queen & Sonic

DISCUSSION CONCERNING STATUS OF CHAMBER WEBSITE

Cynthia mentioned that she talked to Edie prior to the meeting. Cynthia told the board that due to Edie's hectic schedule at work during the day that it would be best that if they met on a Saturday at Cynthia's convenience. The board agreed for Cynthia to work on a Saturday. Cynthia will get with Edie in January and set up a date.

DISCUSS AND CHOOSE FUTURE "BUSINESS OF THE MONTH" AND DISCUSS "BUSINESS AFTER HOURS"

Business of the month for December is Express Care 78 Quick Lube.

Terri will take over handling/scheduling the future business after hours. Scott told Terri that there were two businesses that were interested in hosting an after hours (Dyer Drug & Keller Williams) it was mentioned that Keller Williams was not currently a member and would need to join the chamber in order to host an after hours event. Angie suggested that the chamber could give the business owner extra After Hours postcards to give to their customers. Everyone agreed that that was a good idea.

OFFICE MANAGER'S REPORT

Cynthia presented the board copies of the monthly office manager's report

DISCUSS AND ACT UPON ANY MATTER RELATING TO THE 2010 CHAMBER BANQUET. ASSIGN CHAIRS TO THE VARIOUS BANQUET SUBCOMMITTEES (CHAMBER PRESIDENT IS BANQUET CHAIR).

BANQUET CHAIR - Ben

ADMISSION TICKET SALES- Ben

RAFFLE TICKET SALES- Joe

SPONSORSHIPS - Chris

SILENT & LIVE AUCTIONS- Chris

INVENTORY CONTROL-Cynthia

THEME & DECORATIONS- Kim, Cynthia, Wyndi, Angie & Terri

FISCAL RESPONSIBILITY- Kim

ADVERTISING & PROMOTION- Wyndi

PROGRAM (INCLUDES MASTER OF CEREMONY), BID CARD & CATALOG- Terri/Tonya

FOOD- Cynthia

AWARDS- Cynthia

ENTERTAINMENT- Cynthia & Ben

VOLUNTEERS- FCCLA, National Honor Society (at least 25 student volunteers), Glenn McClain (auctioneer) – **STILL IN NEED OF A CHAIR FOR THIS SUBCOMMITTEE**

REORGANIZE THE BOARD FOR 2010

PRESIDENT- Ben White (motion by Angie and was seconded by Terri)

PRESIDENT-ELECT- Angie Rios (motion by Terri and was seconded by Chris)

TREASURER- Kim Smith-Cole (motion by Chris and was seconded by Angie)

SECRETARY- Terri Lowe (motion by Angie and was seconded by Chris)

DIRECTORS- Wyndi Veigel & Chris Lair

Motions were passed unanimously for the 2010 board.

ADJOURNMENT

In a motion made by Ben and seconded by Angie, the meeting was adjourned at 7:20pm

President _____ **Date** _____

Secretary _____ **Date** _____