

## Albion Chamber of Commerce-Board Meeting Minutes - December 11, 2023

*Members Present: Chris Magnuson (P), Sandy Petrie (S),  
Pattie Gatman, , Mariah Keirn, Sharon Leitch  
Absent: Steve Hook, Jordan Hartleroad, Carla Fiandt (VP)  
Kay Craig resigned*

**Meeting was called to order** at the Central Noble board room by Chris at 12:00 pm.

**Minutes/Treasurer Report:** Minutes from the November 13, 2023 meeting were reviewed along with the treasurer report. Mariah made a motion to approve the minutes of the November meeting and accept the treasurer's report. Pattie seconded, motion approved.

### **Treasurer's Report:**

Beginning Balance (11/13/23): **\$10,007.94**

Revenue: **None**

Expenses: **\$620**

**Catchy Creations: \$620 (Marketing)**

Bank Balance (12/11/23): **\$9387.94**

### **Correspondence:**

Chris shared thank you's and community info about upcoming events.

### **Old Business:**

**Christmas in the Village Wrap Up:** The school did an absolutely amazing job with this year's event and all felt getting young people involved is wonderful for them and the community. There were 33 entries in the parade, many of them brand new entries. Total expenses were \$823.40. Chris pointed out that we still had \$250 in this year's budget that could go to getting Christmas decorations for next year. Mariah said that would be great as they had some ideas on how to add "lighting" to the event.

**Small Business Saturday Wrap Up:** Another HUGE success thanks to the hard work of Pattie and Lori Gagen. This exceeded expectations of all the 17 businesses involved saying turnout and foot traffic were the highest they had ever seen and total sales for the business community was more than \$9000 over normal revenues. This event has helped many of our businesses see the value in being a chamber member and Pattie is confident we will be getting more members. Requests and ideas for quarterly small business events have already been entertained and **Small Business Sub-Committee** has been established with Pattie, Lori, Melissa (Wellows), and Amy (Fox Den) already having their first meeting. Pattie requested a budget in the amount of \$1850 for 2024 to help get the quarterly events off to a good start. Many things purchased or made will be reusable. The board agreed on the importance of this and will work on how to incorporate it into the budget that will be voted on in January. A survey of businesses is also in the works. Sandy stated that is exactly what we have needed to show support for our small businesses and the value of being a Chamber member. Pattie said that for 2024 we will strive to include all businesses possible but for 2025 and beyond, only Chamber members will be included.

**Annual Meeting/Potential Board Members:** The annual meeting will be at Blessed Sacrament on February 22. We chose to go with two meats (Baked Steak and Fried Chicken) and to only charge members for the cost of the meal which is \$18 a person. The Chamber will pay the tip and other expenses. Pattie said that several of the business owners from Small Business Saturday have indicated their interest in joining the Chamber board. Chris will add those names to the ballot for voting at the annual meeting. Sandy said that even though only six people can be voted on to the board, we absolutely want to encourage the others to join committees for any of our projects to help. Having people that want to get involved is a great problem to have! Only Sandy, Steve, and Sharon are not on the ballot as they will be serving their 2nd year of the two-year term.

**Chamber Dues Mailing:** Chris told the board that Carla had requested we separate the annual meeting invitation from the Dues mailings. Carla feels that many might just be throwing them out. After some discussion on this, the members present voted to keep the mailings together for this year at least. Money spent on twice the postage could be better spent on projects or donations to groups. Sandy mentioned that she actually likes being

able to pay for the annual meeting and dues all at the same time and others might feel the same. Chris said that she does have an “annual dues” stamp that she will use on the envelopes in an effort to make sure they aren’t just discarded if someone won’t be attending the annual meeting.

**New Business:**

**2024 Budget:** Chris provided a budget with expenses we had for 2023 so that we can begin looking at 2024 and providing our thoughts to her before the next meeting. We definitely need to think about how to add the line for small business events that Pattie requested.

**Flower Barrel funds:** We weren’t charged for the flowers in the barrels this year as funds weren’t needed according to the town. We aren’t sure what next year will look like but may be able to budget less for this. Same thing goes for the fountain flowers. Sandy said that we still need to support the STAR team who has taken over some of those functions but it may be a single line item for the STAR team that is needed.

**Announcements/Functions/Dates/Events:**

**Annual Meeting** - February 22, 2024 at Blessed Sacrament

**Adjournment:** Meeting adjourned at 1:05 pm.

**Next Meeting:** Next meeting will be January 8th at noon at the CN Central Office board room.

*Submitted: Sandy Petrie*