

Albion Chamber of Commerce-Board Meeting Minutes

April 8, 2024

Members Present: Sandy Petrie, Mariah Keirn, Steve Hook, Pattie Gatman, Jordan Hartleroad, Ashley Peterson, Amy Leedy, Chad Dull

Absent: Melissa Wellman

Votes are unanimous unless noted otherwise

Meeting was called to order at the CN board room by Pattie at 12:00 pm

Minutes: Minutes from the March 11, 2024 meeting were reviewed. Mariah made a motion to approve the minutes. Steve seconded, motion approved.

Treasurer's Report: Treasurer report for March was approved and accepted.

Bank Balance (2/23/24): \$10,107.58

March Revenue: **\$540**

Dues = \$540 (\$480 from joint Noble Chambers)

March Expenses: **\$0**

Bank Balance (4/8/24): \$10,647.58

Old Business:

Reports: Steve, Mariah, and Sandy will continue to research reporting requirements

Chamber Dues: Amy will be reaching out to previous members and prospective members to encourage renewals

Banking: Per bank requirements, Pattie has been made the "owner"

Flag Program: Mail/checks were given to Steve to deposit. We are inputting all sponsors into the online portal created by Lori. (18 sponsors as of 4/8/24). Expenses to Brad Ebey are \$1630 which was given to Steve/Amy for payment.

Townwide Garage Sale: Forms are online and at the town hall. The hard deadline for this is April 12th so that Lori can create the map. Some applications have come in and were given to Steve for deposit.

Goodwill Truck: Pattie has confirmed the truck for donations for May 11th from 9-noon.

Budget: Some final decisions were made concerning the 2024 budget with consolidation of small business expenses and the decision to not focus on monthly recognition for the remainder of this year and just have the annual recognition. We discussed doing a traveling trophy for business of the year. Sandy made a motion to approve the budget with \$770 cap on media marketing, Amy seconded, motion/budget approved.

Facebook: Jordan is doing an outstanding job keeping up with facebook and highlighting business and community activities.

Correspondence: Much of the correspondence included applications for the flag program and garage sales.

New Business:

Pictures for Website: Postponed (photos of board members)

Bi-laws: Pattie provided the board with suggested changes to the bi-laws and said she will work on wording for a dissolution section which is highly recommended by other Chambers. She asked the board to review this for the next meeting.

Chamber Advocate: Pattie said the Shelley McBride had applied to be a Chamber Advocate and was also interested in working on Christmas in the Village. By consensus, the board approved her application. Pattie said she will make a great advocate and is highly regarded within the STAR team.

Small Business Events/Activities: A program sponsored in full by Three Rivers Credit Union, will be held at the Noble County Public Library on April 15th from 5:30 to 7:30 pm and includes dinner catered by the Fox Den. The special speaker will give a presentation on Social Media and Marketing. The next event will be an historical tour of the local businesses held at the end of May or early June. This will include a tour guide focusing on past, present, and future and many old photos will be on display.

Christmas in the Village: No updates at this time.

WeCare Clinic opportunity: Mariah shared that the school and county, who currently collaborate to provide WeCare clinic services, are looking into expanding services to other entities in order to increase WeCare staffing and hours. This is still in the beginning stages of exploration, but potential for small business and organizations to join could be an additional benefit of being a Chamber member. More information will be provided when it is ready.

Communications: We received a thank you from the Fire Department with an invitation to attend the Dedication of the Baby Box on April 16th at 6pm.

Announcements/Functions/Dates/Events:

Small Business Marketing/Dinner: April 15th at NCPL at 5:30pm-7:30pm

Next Board Meeting- May 13th at noon at CN Board Room

Adjournment:

Meeting adjourned at 1:00 pm.

Submitted: Sandy Petrie