Sweet Home Chamber of Commerce
Board Meeting Minutes
May 18, 2023, 5:30 - 7:00 pm

Attendees:
Christy Duncan – President
Shelly Larson – Vice President
Kevin Van Cleave – Treasurer/Secretary – *excused absence*
Lagea Mull – Executive Director
Karla Hogan – *excused absence*
Blake Manley
Wendi Melcher – *excused absence*
Vance Monroe
Josh Thorstad (City Council Liaison)

Call to Order
Christy called the meeting to order at 5:33 pm.

Minutes
There were no changes recommended for the April 20, 2023 minutes.

> **VOTE:** Shelly moved to approve the April 20, 2023 minutes as presented. Vance seconded the motion. All present were in favor, and the motion passed without objections or abstentions.

Blake recommended the May 16, 2023 email meeting minutes be revised to have the President, Christy Duncan, listed as the signer.

> **VOTE:** Blake moved to approve the May 16, 2023, email meeting minutes with the recommended change. Vance seconded the motion. All present were in favor, and the motion passed without objections or abstentions.

Financial Report
In Kevin's absence, Shelly presented the Financial Report. The financials from Koopman Consulting were emailed to the Board prior to the meeting. She gave the following bank statement balances - Umpqua Savings: $7,309.49, Umpqua Checking: $27,585.70, and Key Bank Restricted Scholarship Fund: $12,710.43. Also, the current balance of the SBA-EIDL Loan is $13,071.12.

New Directors
Christy guided the discussion about directors' attrition and additions. Christy shared that Michael Hall, owner of The Point Restaurant, has an application but is currently busy and has not submitted it for the Board's review and approval. Sarah Windom might be able to serve after June.

Executive Director Report
Lagea provided a report with an overview of various aspects of the Sweet Home Chamber of Commerce. The total number of memberships is 128, with nine sign-ups in total, including three new members and three returning members. The budgeted membership income is $50,000, but the year-to-date income is $51,455, including renewals in December of 2022.

The Annual Banquet generated an income of $13,173, falling short of the budgeted $14,000, with expenses budgeted at $8000, but the actual cost was higher at $11,100. Budgeted Profit: $6,000 | Actual $2,073 | Overall Income Loss $3,927. She mentioned a potential revenue source of a Gun Raffle Calendar, but after some discussion, it was decided to focus on new Chamber members to bring in the deficit.

The Community Foundation Grant for $7,000 was approved, allowing for the purchase of round tables and chairs. The board consensus is to divide the funds into purchasing 15 round tables and 164 folding chairs.

The report also lists upcoming Chamber events such as Business After Hours and Coffee with Colleagues.

City-Chamber partnership update included that Lagea presented the Tri-Annual report to the Sweet Home City Council on April 25th.

The Board also discussed the offer from the City to move the Chamber office to the east end of the building. After some discussion, the Board asked Lagea to see if the Board could tour the site at 4:30 before the June 15, 2023, board meeting.

Finally, Lagea mentioned community events like the upcoming Sweet Home Community Yard Sale, Rabbit Run, and Volunteer Faire.

Ambassadors Committee Report
No update

Banquet Committee Report
See Executive Director Report

Sportsman's Holiday Report
Plans are progressing along. Lagea shared that the City approved the Sportsman's Holiday Parade permit.

Sportsman's Princess Committee Report
Shelly informed us that the princesses are currently finalizing sponsorships and deliberating on charitable organizations to support with their 50/50 raffle ticket sales. They also visited every 1st-grade class within the district and read to the children.

Adjourn
Christy adjourned the meeting at 7:00 pm.

Respectfully submitted,

Kevin Van Cleave   Lagea Mull
Secretary/Treasurer   Recorder