

**Sweet Home Chamber of Commerce  
Board Meeting Minutes  
November 17, 2022, 5:30 - 7:00 pm**

**Attendees:**

Christy Duncan – President  
Shelly Larson – Vice President *-attended via telephone*  
Mark Opperman – Treasurer/Secretary  
Lagea Mull – Executive Director  
Karla Hogan  
Blake Manley  
Kevin Van Cleave  
Tawny Miller  
Wendi Melcher – *excused absence*  
Diane Gerson

**Call to Order**

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

**Minutes**

There were no changes recommended for the October 20, 2022 minutes.

**VOTE:** Shelly moved to accept the October 20, 2022 minutes as presented. Karla seconded the motion. All present were in favor and the motion passed without objections or abstentions.

**Financial Report**

Mark noted the financials from Koopman Consulting were emailed to the Board. He also gave the following bank statement balances as of today - Umpqua Savings: \$6,350.85, Umpqua Checking: \$13,079.89 and Key Bank Restricted Scholarship Fund: \$13,945.05. Also, the current balance of the SBA-EIDL Loan is \$13,362.90. Christy asked for clarity on the makeup of the Merchant Fee Income & the Bank Charges/Fees listed on proposed budget. Mark will research those items. The board also discussed what type of access the Executive Director should have to the bank accounts.

**VOTE:** Blake moved to leave the bank accounts as-is and that Mark establishes online permission for Executive Director, Lagea Mull. Karla seconded the motion. All present were in favor and the motion passed without objections or abstentions.

**New Board Applications**

Christy shared that Heather Search has declined to serve on the Board at this time.

**Ambassadors Committee Report**

Karla reported Cindy Thompson is currently working with new member Shoppe of Wonders for a potential ribbon cutting date.

**Banquet Committee Report**

No update presented

### **Budget Committee**

This year's Budget Committee includes Mark, the Treasurer, Shelly Larson, and Executive Director, Lagea Mull. Mark presented the second draft of the budget, and the Board went through it line-by-line, noting potential changes in some areas. Mark thanked the Board for their suggestions and said the Committee will meet again and present the final draft at the December Board meeting.

### **Christmas Committee Report**

Lagea announced the Sweet Home City Council approved the Parade of Lights permit at the November 8<sup>th</sup> meeting. She also reported the first Christmas light distribution event was successful. She thanked Karla & her daughter Abby for assisting. She also announced the second distribution event would be held November 22<sup>nd</sup> at the Sweet Home City Hall storage building. Christy shared the Rotary would be distributing Yard Christmas Cards on December 3<sup>rd</sup>.

### **Sportsman's Holiday Report**

Blake suggested we investigate businesses outside of our area to sponsor Sportsman's Holiday. Examples: Peterson Cat, Papé or Murphy Plywood.

### **Sportsman's Princess Committee Report**

Shelly shared that \$500 was paid to a college. She spoke with princesses about participating in Lebanon or Albany parades. Shelly is planning to take the princesses to a Portland Trailblazers game.

### **Nominating Committee**

The committee comprised of Christy, Shelly, and Blake will present the slate at the December 2022 meeting.

### **Annual Meeting**

Christy shared the format of the annual meeting on January 19<sup>th</sup>, 2023. Lagea will send a Zoom meeting invite to the membership. Per the bylaws 5% of the membership constitutes a quorum.

### **Other Business**

- a. Work party: The garage is currently in good shape with the chairs and empty Christmas boxes removed. Blake will pick up the BBQ and Lagea will look through the Christmas decorations and decide which to keep. A Christmas decorating work party was discussed, but no date was determined.

### **Adjourn**

Christy adjourned the meeting at 6:53 pm.

Respectfully submitted,

Mark Opperman  
Treasurer/Secretary

Lagea Mull  
Recorder