

**Sweet Home Chamber of Commerce
Board Meeting Minutes
September 15, 2022
5:30 - 7:00 pm**

Attendees:

Christy Duncan – President
Shelly Larson – Vice President
Mark Opperman – Treasurer/Secretary
Lagea Mull – Executive Director
Karla Hogan
Blake Manley
Wendi Melcher
Cooper Whitman – excused absence
Diane Gerson – excused absence

Call to Order

Christy called the meeting to order at 5:31 pm. She welcomed new Executive Director, Lagea Mull. She also announced board member Marlene Peterson has resigned.

Minutes

No changes recommended to August 18, 2022 minutes.

VOTE: Blake moved to accept the August 18, 2022 minutes. Shelly seconded the motion. All present were in favor and the motion passed without objections or abstentions.

Financial Report

Mark shared census report was completed.

The Board reviewed the financial statements for August 2022 provided by Koopman Consulting, which were emailed to the board. Mark also gave the following bank statement balance updates - Umpqua Savings: \$7,309.06, Umpqua Checking: \$12,597.37 and Key Bank: \$15,834.05.

Ambassadors Committee Report

Karla reported that the committee met. Fidelity could possibly have a ribbon cutting or Coffee with Colleagues. Date to be determined later.

Banquet Committee Report

Christy shared the Executive Director, Lagea, is responsible for the banquet. It was determined Lagea should meet with the 2022 Banquet Committee members to establish who would like to serve on the 2023 committee. After some discussion, the board is leaning towards a March date again, most likely at the Boys and Girls Club since the Elks Lodge limits the capacity.

Budget Committee

The committee will include Mark, the Treasurer, Shelly Larson, and Executive Director, Lagea Mull. They will submit a first draft budget at the October meeting.

Princess Committee Report

Shelly reported there are four 2020 Princesses with pending scholarships. Also, the 2021 court still has all five Princess Scholarships pending.

Sportsman's Holiday Report

Shelly shared the Cut the Gut proceeds still need to be finalized and disbursed to the Sweet Home High School Metal Shop program. The sponsorship details would be researched by Lagea Mull.

Christmas Committee Report

Shelly said that the committee would be meeting on September 22nd. Lagea Mull would complete and submit the City of Sweet Home Special Event Permit & Application for the December 10th, 2022 Lighted Parade at 6pm. The Rotary Club has requested the Chamber handles the community sign up of the large Christmas Yard Cards. Mark suggested using the Circuit Route Planner to map the distribution routes.

Annual Review of Policies

Christy presented the following policies for the annual review: Budgeting Policy, Harassment, Discrimination, and Retaliation Prevention Policy, and the Paid Time Off Policy. There were no proposed changes, so the policies would be noted as reviewed.

Other Business

- a. Work Party: no date was determined.
- b. The board agreed to have Lagea sell the Dolls and Toaster on the \$1 Auction Facebook Group. They also agreed to sell Christy Duncan the safe for \$30 and to donate the barbeque grill to the Sweet Home High School Technology Education Program.

Adjourn

No further business was brought forward, Christy adjourned the meeting at 6:55pm.

Respectfully submitted,

Mark Opperman
Treasurer/Secretary

Lagea Mull
Executive Director/Recorder