

Jacksonville Chamber of Commerce & Business Association

Board Meeting Minutes

Meeting Date: November 3, 2022

Call to order: A board meeting of the Jacksonville Chamber of Commerce was held at the Bella Union on Thursday, November 3, 2022. The meeting convened at 8:30am.

Board members in attendance: Acting President/VP- Jerry Hayes, Secretary- Mike Gantenbein, Treasurer-Arlis Duncan, ~~Don Toefson, Helena Lopez~~, Brian Dunn, ~~Belita Palu-ay, Loraine Akin, Brian Roberts, Mary Kell~~, Patti Keck, James Soule

Director: Amanda Moreira

Approval of Minutes From Prior Board Meeting: The minutes of the Annual Meeting held on October 6, 2022 were approved and posted to the Jacksonville Chamber of Commerce website.

General meeting

Current Business

- Haunted Halloween - post event (Arlis)
 - The four nights went well
 - Lots of positive feedback
 - Sold out – approx.. \$27,000 – similar to pre-COVID numbers
 - Jerry – hold a post-event debriefing session
 - Need to form committee and choose a new chair
 - All Aboard Trolleys are in question for next year – we may need to find alternate vehicles
- Victorian Christmas (Jerry/Brian/Amanda)
 - Parade (new route approved)
 - Mtg with K&D and City Public Works 11/1
 - Brian Dunn - City approved and ODOT approval pending
 - 35-40 participants signed up
 - Christmas Light Tour – really covers E Medford
 - Already selling well
 - Need to improve on the script
 - Only using our own trolley
 - Offering pre-tour ride for board members and practice run
 - Volunteers and assignments (Amanda will send out)
 - Need to put up garlands – and need place to store garlands for a few days
 - Scheduling musicians and have received estimates from Garon Lee Sound for Parade, Tree Lighting, and Music on Bella Union balcony
- Quarterly Mixer @ TouVelle House on 11/16 @ 5:30-7pm

- Amanda sent invitation on 10/24
- Encourage “bring a friend” non-member and also invite Haunted Trolley volunteers
- Providing Gift Certificates for volunteers at

New Business

- 2023 Event Planning (Marketing Committee)
 - City approved 30% portion of TLT, plus around 15% of the flexible TLT funds so far
- October events
 - Halloween Promenade (10/30) 12-3pm – very successful, need to provide more candy
 - Halloween Photo Costume Contest – need to pick winners online
- Time to begin planning Annual Dinner (Amanda)
- Dec 10 – fundraiser for victims of the Las Palmas fire, upstairs in the new city hall
- Bonus for Director
 - Patti Keck moved to provide \$5,000 bonus to the Director, Mike Gantenbein seconded
 - Quorum voted unanimously to approve

Financials

- Financial Update (Arlis)
 - Haven't checked books recently, but our fund is full
- Bookkeeper
 - New bookkeeper starts 1/1/2023
 - Need to figure out who will handle checks & deposits
 - Some discussion about changing fiscal year to match city, but there are challenges to doing that, and it's not that difficult to create accounting reports that fit with the city's schedule (James & Arlis)

On Hold

- Purchase flags for holiday season
- Pickle Ball petition (Amanda)
- New trolley purchase
 - Nov. 19 – we get our trolley parking spot back from the city (renewed fire station officially opens)
- We still need to find a board chair - late Jan or early Feb (Jerry)