

## Jacksonville Chamber of Commerce & Business Association

### Board Meeting Minutes

Meeting Date: March 2, 2023

**Call to order:** A board meeting of the Jacksonville Chamber of Commerce was held at the Bella Union on Thursday, March 2, 2023. The meeting convened at 8:30am.

**Board members in attendance:** Acting President/VP- Jerry Hayes, Secretary- Mike Gantenbein, Treasurer- Brian Dunn, James Soule, Belita Palu-ay, Don Tollefson, Mary Kell, Helena Lopez

Director: Amanda Moreira

Visitors: none

**Approval of Minutes From Prior Board Meeting:** The minutes of the meeting held on February 2, 2022 were approved and posted to the Jacksonville Chamber of Commerce website.

### General meeting

#### Current Business

- 2023 Events (Marketing Committee update)
  - Amanda – meeting weekly
  - March event in full swing – tickets selling well
  - Music is set up, Las Palmas’ truck will bring food, IOOF Hall open
  - Brian D - Enhance the Romance follow-up. Lightly attended. We think marketing was good, but it’s a challenge to compete with other events. Need more focus on retail
  - February is a challenging time, but we still had business buzz in February
  - We may need to adapt the promotion or find another approach for February
  - Helena – downtown was dressed up well and there was good traffic, but nobody brought in a coupon
  - James – working on May event – inn tour (Discovering the Inns of Jacksonville?)
  - Helena – Public Lands is helping with the fall run/walk 2k/5k/10k event, Britt is allowing their space to be used for staging
  - “1851 Gold Rush Trail Run/Walk”
- Board Nominations and Voting (Jerry)
  - 2-Part operation
    - Email sent out to Membership Mega Walk, Sara from Calathea asking for volunteers
    - Jerry reached out to Lorraine and Patti Keck. Lorraine is happy to remain on board. Patti Keck – unable to answer so far due to health issue
    - Mary Kell is tentatively willing to take the Secretary role

- Voting will be made by the full Membership
  - Amanda can set up an online voting site
  - Brian D nominated Belita Paul-ey as Vice President, Helena Lopez seconded.
  - Belita accepted
  - Executive Board: nominations Brian Dunn - President, Belita Paul-ey - Vice President, Jerry Hayes – Treasurer, Mary Kell – Secretary
  - A vote for the Executive team was held – unanimously approved
- Second Trolley purchase (grants, storage, contracts, logistics, services)
  - Brian D. took team out to look at the trolleys for sale, followed up on plans for maintenance and storage
  - We can use grants that have been requested for the purchase
  - Local vintners association supports a second trolley, including route that takes people to ten vineyards
  - Storage – local man has an outdoor shelter in town for a temporary spot for free
    - He also owns Buggy Car Wash, may allow us to set up a covered storage area for rent
    - Looks like there are other options
  - Need letters of support for grant – generate group letters from Chamber Board and Vintner’s Association
  - The board supports moving forward with a second trolley purchase
  - Amanda - we need to set up more complete insurance coverage
- Grants
  - TLT grant opening in February
    - 2023 events- Enhance the Romance
    - OWE grant
    - Christmas lights grant – did not pursue, as this is already covered financially
  - Travel Oregon grant
    - Second Trolley
- Quarterly Mixer
  - March 22<sup>nd</sup> @ Magnolia Hotel – confirming with owner Jeff
  - Summer event at Williams Ranch possible

## **New Business**

- Contracts
  - Bookkeeper – need a formal agreement
  - Trolley services – city contract up for renewal
  - Review current insurance
- New subcommittee creation and assignments
  - Amanda – recommending each Executive Board Member head up a committee
  - Brian – we should have an Exec Board meeting to figure out details
- 2023 membership renewal (will be sent out in March)

- Need to clarify what different Membership levels provide
- Do we need to increase membership fees?
  - Jerry – might not be the best time to do so
- Working on new Member Directory
- Maybe a Jville Review story explaining the benefits of Membership
- Brochures
  - Currently being updated
  - Scheduled for April/May reprint
- Other
  - Mary - David Gibb wants to see EV charging stations installed in town
  - Amanda – he should take it to a City Council meeting

### **Financials**

- Financial Update
  - Working on as we transition to new bookkeeper

### **On Hold**

- Purchase flags for holiday season- grant application?
- Pickle Ball petition (Amanda)

### **Next Meeting:**

- Thursday, April 6th at 8:30am. Location: Bella Union