

Jacksonville Chamber of Commerce & Business Association
Thursday, October 5, 2023
Board Meeting Minutes

Present: Abby McKee; Don Tollefson; Todd Clark; Dorothy Paredes; Mary Kell; Anita Bicskei; Jerry Hayes; Sarah Woodbury; Heather Kelly; Eric Adams; Brian Dunn; Belita Palu-ay; Amanda Moreira; Meghann Walk; Arlis Duncan; Lorraine Akin; Eileen Bobek; James Soule

Open Forum- Chamber Members: Several Chamber Members were present. Introductions were made.

Current Business

Committee Monthly Updates

- Marketing & Membership (Belita): Erica from the Pot Rack will be writing a monthly email newsletter for members and the mailing list. Belita shared more about last evening's conversation with the retail members. Eileen will be drafting a letter to the city about businesses' ADA concerns.
- Events (Brian/Sarah)
 - 1851 Gold Rush Run (9/30): 130 people participated, very positive.
 - Haunted Trolley (10/26-30): In need of volunteers for specific roles.
 - Victorian Christmas (11/25-12/17): Meetings are coming up in the next week for the tree lighting and parade committees. Tree lighting is November 25 at 5pm at City Hall. The parade is December 2, 10am.
 - Sponsorships and donations will need to bear a bigger burden moving forward, so we need new strategies about how to raise more money.
 - Membership & Volunteers (Lorraine): A welcome packet would be really helpful for folks who apply for a business license.
 - Finance & Grants (Jerry): A few grants have been approved: safety equipment and the flags for a "shop local" campaign at the holidays.
 - VIC & Trolley (Brian)

2023-2024 budget and planning- submitted to City on 5/1/23: A specific budget session will be scheduled for an upcoming board meeting.

New Business

- Contracts
 - Bookkeeper (create contract)- Jerry: Bookkeeper is currently on an informal agreement, Britt will send over a template Letter of Agreement
 - Quarterly Mixer update and planning for holiday mixer? (Belita): Likely at Daisy Creek, need to pick a date
 - Lunar New Year (Feb 10th) will take place at Britt. Chamber will do the banner and help get the word out.

- JAAMS (Feb 9-10) (Belita): All musicians are confirmed and meeting at South Stage 10/10. Sound is also confirmed.
- The Board approved an expense not to exceed \$500 to update his attire (moved: Abby; second: Belita).