jacksonville
CHAMBER OF COMMERCE

541-702-7060
P.O. Box 33
Jacksonville, OR 97530
jacksonvilleoregon.org

BOARD MEETING AGENDA
Sep 10, 2026
Mission Statement: *"Cultivating A Vibrant Business Community In Our Historic Landmark Town."*

CALL TO ORDER (08:30)

ROLL CALL\SIGN IN - Sarah Woodbury, Meghann Walk (Secretary), Brian Roberts, Kris Knox (VIC), Christian Hamilton, Don Litchfield (ED), Maria Garcia, Mary Murphy, Bobby Sticker (President), Kimberly Lopez, Amy Kranenburg (VP)

WELCOME VISITORS - Art Borland (Masons), Craig Alan

APPROVAL of MINUTES

- Call for Vote(July and Aug) - minutes approved

TREASURER REPORT (Don and Bobby) - We are in a stronger financial situation with trolley income than we were last month, though we are currently at mostly break-even, and our book keeper is working to submit receivables to the city promptly so we can be reimbursed with as much haste as possible. Have successfully had a line of credit at People's Bank approved, though we have not had to use it.

Motion and unanimous approval to make Mary Murphy Treasurer through the end of the year.

Trolley Report(Brian)

- Htlt repair - Wally vibrates at an idle so will need to be looked at. Molly, the new trolley, needs to have the service brake repaired and the interior lights repaired.
- Trolley storage - we have lost our covered storage space. Brian is pursuing a few options, though none are ideal. Two temporary covers would cost $8-90000 dollars. Mary offered to measure the parking lot behind her office.
- Record wine trolley sales over a weekend in August (105 riders in one day), though others quieter or steady.

VIC (Kris)

- Ticketing System (Craig Allen) - runs the ticketing system for the trolley (Ticket Spice). Every ticket costs us $1 to ticket spice. Example: the Chamber paid over $5000 for HTLT tickets last year. Craig Allen suggests another ticketing system through Woo Commerce, and projects it would cost $2400 versus $9000 in fees for Ticket Spice. It would also include a phone app for check in. We would still have to pay credit card fees. He suggests a stand-alone website but it would still

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appear seamless, linking to the Wordpress site instead of Ticket Spice. After initial development, the annual fee would be $600 or $700, still significantly less than Ticket Spice.

Motion and unanimous approval for Craig Allen to create a ticketing system for the HTLT and wine trolley systems.

DIRECTOR REPORT (Don)

- Cycle Oregon report - 440 cyclists in JVille plus another 100 or so support team members, plus family. 179 passports were returned, and the height of the evening during the drawing was a really great final prize of a stay at Magnolia and wine tasting. If they choose, Cycle Oregon can return in two years. Anecdotally we were told that in the survey, Jacksonville was the number one place they'd return to. The passport worked well, and will be continued in other contexts. Cycle Oregon has written their activity fee checks, and the Chamber expects $5,000, with nearly $10,000 for the town as a whole.
- Grants - submitted for the August TLT grant for Phase 2 of our marketing plan. Have submitted for a Travel Southern Oregon Live the Landmark grant.
- Membership renewals -
- Mixers - mixers are the 3rd Wednesday at Bella. Next mixer will focus on the Jubillee, the one after on the Halloween promenade, and the one after that on Victorian Christmas.
- Events - Kimberly and Amy volunteered to join the Events committee.
- Finances - see Treasurer update

EVENT COMMITTEE UPDATE (Don & Bobby)

- Jubilee - September 12th to coincide with the citywide garage sale. Businesses asked to stay open an hour later. The bigger event is October 10th Landmark Jubilee to celebrate the opening of the new History Center. Don has secured the banner across California and MJ Communications is helping with marketing and press releases.
- Jubilee Passports - there were many questions about how to modify the passports, including how to get them to participants. The plan is to have them at the VIC Center and the trolley rides and also at the businesses. Decided that the collection point will be Beekman Bank, with submissions by 5:30 for a drawing at 6. Kris will collect gift certificate prizes.
- The idea of having a Gala instead of just a dinner was brought up again and well-received.
- Kimberly asked about the process for getting flags put up, and specifically about getting more flagpoles set up on at least one more block through McCulley House. Don noted that it is unclear who has authority over them, but he will reach out to the city.

MARKETING COMMITTEE (Bobby)

Maple Creative is not renewing their contract and will work on a transition after the end of the month. Martina Pattela, who has been working on graphics for our ads, will take up some of that work though a contract has not been finalized.

OLD BUSINESS

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- Ambassador program - concept is ready, but decided to start this September. Bobby will re-send email.

NEW BUSINESS

FINAL COMMENTS - Don and Bobby participated in an economic development forum. One takeaway is that businesses who are involved in Chambers are doing better than those who aren't.

ADJOURN