

2020-08-18 Meeting Minutes

Call to order:

Jason Salter	Present
Kelly Lindblom	Present
Laura Porzio	Present
Steve Churchin	
Shaffae Hodayun	Present
Elaina Tupper	Present
Travis Gilbert	
Kim Hess	Present
Allen Cordy	Present
Jeff Needelman	
Ken Freighter	Present
Liz Machado	
Kelly Landry	

1. Call to order 6:05
2. Roll call / Introduction - See above. Allen Cordy belonged to the Chamber in the 2000's. Past president. Would like to help keep things going now. He loves to race miniature boats.
3. President's Report - None
4. Secretary's Report
 - a. Approval of the 7-21-20 Minutes - **Motion to approve - Shaffae. Kim seconds. Motion carries.**
 - b. Reminders of timelines between now and the end of the year.
 - i. PC Chamber - Important Dates and Timeline
 - January
 - All membership dues are due.
 - Treasure submits an annual report if no December meeting is held.
 - Newly elected officers assume duties
 - May
 - A board candidate needs to be a member starting the month of May (i.e. 6 months)

- August
 - Renew PO box.
- September
 - Nominating committee appointed by President at regular meeting
- October
 - Committee reports at regular meeting, nominations from floor or communicated in writing prior to meeting
- November
 - Elections held at and/or before the the meeting (last minute votes for collected at start of meeting in case someone doesn't have a computer)
 - After elections and before next meeting - board needs to pick officers
 - May need to have board meeting
- December
 - Submit the final annual report by Treasurer - need to be approved by Board

5. Treasurer's Report -

- a. One check came through from a scholarship. \$7762.15 current balance.
- b. Bills for approval - Jason paid for post office box. It is due in August. \$92.
Motion to approve PO box renewal. K. Lindblom. Laura seconds. Motion approved
- c. Tax filing updates - Shaffae sent a letter to the IRS to see if we owed anything.
He will also check with K. Landry to see what she knows.
- d. K Lindblom added as third signer - We are redoing the signature card to add K. Lindblom. *Jason will return the paperwork on Thursday morning.*
- e. Quick Books created - *Shaffae - will buy the online version and create the charts and accounts by the next meeting. He will get the past info from K. Landry to start the books from at least October 2019.*
- f. Storage units - Laura received a reply from Bill: I talked with Jim Owen and he has instructed me to charge you for 1 unit and give you 2 at no charge through 2020. Commencing January 2021, you are to get one unit free and charged for any additional units. I would appreciate it if you would send me a check for \$280 for the months of January through August 2020 for the one unit. *Jason has the check written and will mail tomorrow.*
 - i. Laura replied that the check would be sent on 8-19-20 after our Chamber meeting. Also that Jason and Kelly were meeting to see if we could consolidate the 2 Country Christmas units. Outcome of consolidation: The dates Jason and K. Landry planned to meet have fallen through. They are pushing to get synced up. *We will see if we can get the codes and unit numbers from her so Chamber members can just take care of it. Shaffae will ask K. Landry when he meets with her about Quickbooks.*

6. Committee Reports

- a. Envision Palo Cedro (Kelly Lindblom / Laura Porzio) -
 - i. New updates on the report - Draft is done. Being edited. Kelly reviewed the almost final draft with some examples with the board. *Jason will send the final draft to the board for review as soon as the edits are done. Board will have one week to review and let Kelly know what questions they have and anything that isn't clear. Final edits will be made and the report will be made public.*
 - ii. BOS and PC updates - Travis not here.
 - iii. Grant opportunities through Parks and Rec - Laura brought it up with PC Park president. It is a big task. Laura needs to attend a park board meeting to discuss it with the entire board. Jason was going to bring it up when he spoke with County Planning. He didn't bring it up but it is something that we would like to discuss with them.

- b. Scholarship (Kelly Landry) - Checks are starting to be cashed.

- c. Fundraising (Show & Shine, Christmas, etc...) - Kelly, Shaffae, Travis
 - i. Show and Shine -
 - ii. PC Christmas - Laura emailed Jim Owen to see what his thoughts are on having it at the Holiday Center again. Waiting for a reply. Need volunteers to help once we hear back: Jason, K. Lindblom volunteered. *Do we need Covid insurance? - Jason called our insurance person and is waiting to hear back.*

- d. High Speed Internet (Jason Salter) - Elaina is *waiting for a response. Will email once she hears something back.*

- e. Membership (Jason Salter / Shaffae) - Draft of letter for members and prospective members completed? Shaffae and Jason met and updated the membership list. Also created a letter and forms to go out. *Shaffae is talking with Joey to get a price for the cost to mail out something. Jason will send info to Laura for edits.*

- f. Mayor (Jason Salter, Kim, Shaffae) - Nomination info written? NO.

7. Old Business

- a. Quarterly newsletter - no info
- b. PC calendar - no info
- c. Chamber Support - Banners stored? Yes. Jason has them.

- d. PC sign corner updates - Jason and his mom weed-eated and mowed it. We do have approval from the owners to work on the property. We'd like to encourage them to keep the clean up going themselves.
 - e. Chamber sign on the 44 - Laura is getting the letters and info from the PC Park after tonight's meeting .
 - f. Open Directors position - Jason talked to a few people and is nominating Allen Cordy. He is interested in building up the business side of the Chamber engagement. He'd like to be the contact for the business aspect of the community and work on getting more business memberships. He's been here for 20 years. **Elaina motions to approve Allen for the open position. Kim seconds. Ayes carry.**
8. New Business
- a. K. Lindblom is looking to set up group meet ups to bring people to some of the nearby natural/tourist opportunities. To help people who live here be more aware of what opportunities are around us for tourism.
9. Public Comment - none
10. Adjournment - 7:27 Motion to adjourn Ken. Elaina seconds.