

Sweet Home Chamber of Commerce
Board Meeting Minutes
May 21, 2020
5:30 - 7:00 pm

Attendees:

Christy Duncan – Interim President
Marlene Peterson – Interim Vice President
Treasurer – Mark Opperman
Dave Bauer – absent
Diane Gerson
Karla Hogan
George Medellin – excused absence
Paula Newman
Christina Poteet – absent
Diana Kelly – Office Manager

Call to Order

Christy called the meeting to order at 5:39 pm after fixing technical issues for those using Zoom to attend the meeting.

Interviewed four potential board members

Michelle Knight

Shelly Larson

Cassie Richie

Trisha Van Eck

All four applicants were interviewed via phone. Each applicant sounded highly qualified. Cassie Richie had already submitted her application and it was included in the board packets. The other three planned to submit an application after visiting with the Board. VOTE: Paula made motion to accept Cassie's application for an open board position. Mark seconded. Motion carried without objections or abstentions.

Review of Previous Minutes

VOTE: Motion to approve the April 16, 2020 minutes as presented was made by Mark. Paula seconded the motion. The motion carried without objections or abstentions.

VOTE: Motion to approve the April 23, 2020 minutes as presented was made by Paula. Karla seconded the motion. The motion carried without objections or abstentions.

Financial Report

Christy stated she had a long conversation with our accountant, Tina Koopman regarding our financial reports. Tina originally agreed to have the reports ready for our board meetings on the fourth Thursday of the month. Due to scheduling changes, our board meetings have changed to the third Thursday of the month. Tina said that was her busiest week, but if we were able to submit more concise information, she should be able to move us to the third week of the month.

Mark updated the Board on account balances from Umpqua Bank:

Checking \$9627.10

Savings \$6505.44

Events

Karla reported the Sweet Home High School will be having a car procession on Friday, June 5 beginning at 7:00 pm. High school seniors will be in cars driven by volunteers and will proceed down Long Street starting at the Hope Church parking lot.

Sportsman's Holiday

Karla shared that due to the Governor's Covid-19 restrictions, Sportsman's Holiday will be limited to the Queen's Coronation being live streamed on social media and the "Cut the Gut"; Cruise / Poker Chip Run. The Queen's Coronation is scheduled for Friday, July 10th, 2020 and the Cut the Gut Cruise / Poker Chip Run will be held Thursday evening on July 9th, 2020.

Awards Banquet

Christy will be working on a report of this year's cancelled banquet's revenue and expenses. Once that is finalized, the Chamber will send a letter to the paid sponsors and those who made auction donations asking if the Chamber can carry their paid funds and donation over to the rescheduled March 13, 2021 Awards Banquet. Those who don't wish to do so will receive a refund from the Chamber Office.

City Report

The Chamber is still waiting to see if the City of Sweet Home will accept our quarterly report and approve the next \$5,000 Visitors Center installment. Diana has created a new phone log and visitor log to comply with City requirements to replace the log that went missing during the office manager transition. Diane reported that the City will be voting on their budget on May 19, 2020. Christy asked if Diane would ask for the City's indulgence while we work on getting the Chamber re-staffed with our volunteers and things back into place. Diane said she would pass on the information.

Adjournment:

Christy adjourned the meeting at 6:56 pm

Respectfully Submitted,
Mark Opperman
Board Secretary

Diana Kelly
Recorder