

**SMITHS FALLS & DISTRICT CHAMBER OF COMMERCE**

**May 11, 2016**

**Council Lounge**

**7:30 am**

**Present:** Anne Shropshire, Barbara Black, Kristina Mausser, Chris Saumure, Cy Wells, Sean Lawrence, Tracy Gallipeau-Nolan, Tina Hughes, Gail Moore-Barrie, Heather Whiting, Therese Dinelle

**Council Reps:** Jeff Banks, Dawn Quinn

**Regrets:** Jay Brennan

**Absent:** Ann Knowlton and Dale Hilton

**Guests:** None

**Call to Order**

Anne Shropshire called the meeting to order at 7:30 am and read the mission statement aloud. Anne welcomed Gail Moore-Barrie back, Heather Whiting and Therese Dinelle, new staff.

**New Business to Add to Agenda**

None

**Motion to Accept Agenda**

Moved: Sean Lawrence

Seconded: Barbara Black

Motion Carried

**Changes to the Minutes from March 9, 2016**

None

**Motion to accept the Minutes from March 9, 2016**

Moved: Barbara Black

Seconded: Sean Lawrence

Motion Carried

**Disclosure of Monetary Interest**

None

**Council Report Town of Smiths Falls**

Dawn reported that SFDCI will be planting an oak sapling to honour a war hero and to help reintroduce the species to Smiths Falls. A possible proposal for an 8-storey building on Chambers Street across from Giant Tiger parking lot has been brought to council. The swimming area at Centennial Park now has a new walking bridge to the island. Two more bridges will be installed at a later date and they be repairing the wall. A fundraiser will be held at the Royal Canadian Legion on May 20<sup>th</sup> for Fort McMurray. The Smiths Falls Home & Living Expo was successful with 2500 attending.

**Council Report – Township of Rideau Lake**

Jeff reported that a motion for a three per cent increase in the sales of waterfront property had been defeated at Rideau Lakes Council. He requested the SF & District Chamber of Commerce to write a letter supporting the original motion outlining merits on how this will help the Smiths Falls business community.

### **Staffing Update**

New staff was welcomed - Heather Whiting and Therese Dinelle.

### **Victoria Park Campground Update**

Gail reported:

- The opening weekend, for the Snowbirds, we had 11 campers in along with 2 transients, with the one transient staying with us for two weeks.. And we're charging a \$100 a week plus tax till the Victoria Long weekend for the Snowbirds, as of the May 20 they will then pay their seasonal rate. However, for the transient they are paying full price.
- We had Ed Crawford and Gary Barrie help clean up along the side the fence on the Lombard side, cleaning up all the leaves and trimming all the brush back. Removed any large rocks that have surfaced this spring. Instead of having the Parks and Rec come and take away the brush, Gary borrowed a trailer and he used his own vehicle to remove the debris.
- George Hewitt is coming in on Friday to replace the two shower doors in the men's and woman's washroom and install the key less locks. So we will have keyless entry on both the washroom and shower doors. No more keys will need to be cut saving money for Parks and Rec. And George has given us a great price for everything, Labour and materials cost \$406.80 .
- Gail is working on a uniform type of outfit for the staff, she'd like to see Black bottoms ie, shorts or capris and trousers. With a khaki shirt. Gail is looking into prices and asking what we may want put on the shirts. For the front we could have the Chamber logo, and maybe on the back Victoria Park Staff. Or we can stay with the current shirts that we have.
- Postcard, David Maddock has been working on a Postcard for the Chamber of Commerce . He's put together a sample, with the Henderson Sisters on the front and he's looking for what the Chamber may want on the back. And if the Chamber would be willing to pay for the postcard.
- Sometime during the winter the steel roof on the storage shed has had some damage to it. The steel roofing is lifting at the corners and the wood that it is attached to is broken and needs to be replaced. Gail phoned Parks and Rec on May 9 to let them know of this and haven't seen or heard from anyone as yet.
- Reservations are coming in like crazy, Gail believes we will have a full house on the May long weekend.
- I know it is still 2 months away, but we need to know what is going to happen with the wading pool. Last summer we were unable to keep the chlorine levels at the rate that the Health Unit wanted. And the result was to close the pool. So I need to talk with Chris Burns to see what we are going to do.
- We have brought back our summer staff, Emily and Matt and we look forward to working with them again.

### **Administrator/Bookkeeper Update**

Therese reported she has looked over the accounting records and all seem correct. All advertisements for the Visitor Guide 2016 are collected. All current remittances and outstanding bills have been brought up to date and paid. Old brochures have been disposed with help from Diane. Some small brochures still need to be sorted. New templates created to help track revenues from VPCG, and a payroll deduction template. Therese put in a call to O'Farrell for information on the Group Plan.

### **Marketing Coordinator Update**

None

### **Golf Tournament Update**

Tina spoke with Jean from Lombard Golf Club and changed the date to August 26<sup>th</sup> due to other conflicting tournaments on the original date. Kristine Fair of Mike Fair's has sponsored 3-holes. Tina is working on a perspective for sponsorship of the tournament in order to sell all 18 holes. The Planning Committee Members are Tina Hughes, Barbara Black, Tracy Gallipeau-Nolan, Chris Saumure.

### **Strategic Plan Update**

Anne forwarded a list of events to all members in attendance. Members were asked to pick three events that they would be willing to help organize. It was later passed back to Anne. Anne will finalize the list and Members will be advised which events are their responsibility.

### **Motion for Cash Register for Victoria Park Campground**

Motion passed to purchase a cash register for Victoria Park Campground. Limit of \$225. Therese to call HD Supplies to see if they can match the price we have on a register with similar scope.

Moved: Barbara Black  
Second: Chris Saumure  
Motion Carried

### **Motion for the Shirts for Victoria Park Campground**

Email to be sent to all Board Members to see if they wish to purchase a shirt with the Chamber's logo, (eg. Wear for events). Motion was passed to buy shirts for campground staff – 2 each.

Moved: Chris Saumure  
Second: Cy Wells  
Motion Carried

### **Motion for Postcards**

Gail presented a mock-up of a postcard David Maddock is working on. Suggestion of Victoria Park Campground picture to be put on the back along with area for writing and mailing. It was proposed to buy 2,500 post cards. Note: A final draft to be approved before printing.

Move: Cy Wells  
Second: Tina Hughes  
Motion Carried

### **Motion to Adjourn**

Moved: Cy Wells  
Seconded: Tracy Gallipeau-Nolan  
Motion Carried

### **Upcoming Board Meetings**

**June 8, 2016**

#### **Mission Statement**

**The Smiths Falls & District Chamber of Commerce is the Voice of Commerce dedicated to the promotion of economic development and the prosperity for the enrichment of our community.**

#### **Vision Statement**

**The Smiths Falls & District Chamber of Commerce is a proactive, energetic, visionary organization and is recognized as "The Voice of Business" in Smiths Falls since 1889.**