

SMITHS FALLS & DISTRICT CHAMBER OF COMMERCE
Minutes of Meeting – September 13th, 2017
Valley Heartland Board Room
7:30 am

Present: Barbara Black, Eileen Crosbie, Mike Fletcher, Tracy Gallipeau, Sean Lawrence, Crystal LeVatte, Chris Saumure, Jean Sherman, Cy Wells, Pat Wiseman

Council: Jeff Banks, Dawn Quinn

Staff: Daryl Black, Mercedes Masson, Heather Whiting

Regrets: Kristine Fair

Absent:

Guest:

Call to Order by President, Barbara Black, at 7:30 am

Mission Statement read by President, Barbara Black

Disclosure of Monetary Interest

- Jeff banks requested a wording of this item be changed to *Disclosure of Pecuniary Interests*, as it's more accurate

Motion to accept Minutes of August 9th, 2017

Moved: Sean Lawrence

Second: Chris Saumure

Motion Carried.

Council Report – Town of Smiths Falls

- Physician recruitment
 - Currently in talk with six doctors
 - Smiths Falls will be investing in
 - In need of specialists
- Working with Honeywell – to conduct energy auditing town facilities

Council Report – Township of Rideau Lakes

- Proposal for pick-up of couches, etc. - White pick up
- Building statistics \$130 000 down in revenue
- There are a couple of sub-division issues
- Matching Funds - recreational
 - Up to \$30K for things like playgrounds
- Looking for a consultant to help conduct a council pay review
 - They are proposing \$50 /meeting plus mileage; it involves 4 to 6 meetings
- Recreation committee - town of Smiths Falls with contributing townships
 - Looking at funding sources

Treasurer Report – Mike Fletcher

No Report

Administration/Accounting

- Identified that some contact information is outdated
 - Some invoices aren't being received
 - A few payments were not recorded in system
- Should be a budget put in place for all events
- Daryl will be sending cheque request this week to the town of Smiths Falls

Marketing Coordinator

- Breakfast with the Mayor is Tuesday, September 26th - Already getting a good response
- Public Hearing Meeting is Wednesday, November 1st moved from September 20th
 - Karl Baldauf asked to move date
 - MPP Steven Clark will not be attending; he attended another public meeting in Brockville
 - MPP Hillier interested in attending; depending on legislative schedule may come.
- The September Newsletter will go out September 13th
 - Night at the Races - not a chamber event, but we help promote. Opportunities to promote the town at the event include buffet, dinner (video & interview)
- Annual General Meeting is Tuesday, November 28th

Victoria Park Campground

- The lease is up January 20th
- See if the Town wants to continue on with Victoria Park
- Are we opening early next April?
- The town is forming a waterfront committee, which Barbara has been invited to join
- Chris Saumure will work with the Town to determine the future of the campground some discussion around Parks Canada and other opportunities because Parks is looking to increase revenue for the department.

Gala – Kristine Fair

- Each board member will take 8 tickets for Gala to sell
- Caterer will be picked Friday
- Hanley Hall can provide that service if the Chamber does not want to run the bar - \$250 for bar service
- Sean will approach a local winery to request wine sponsorship
- Looking for Corporate sponsors
- Town is paying for part of the cost of the band
- Eileen Crosbie and Mike Fair are sponsors
- Theme is Canada 150 wear red and white business attire
- Social event & fundraiser
- Dessert Auction
- Board Members and Caterers are being asked to make cakes and squares (small things) for the dessert auction. This is the fundraising activity of the evening
- Heather to work on AGM preparations with help from Gala committee
- Gala Committee to do AGM

Bill 148 Event – Barbara Black

- November 1st, 2017 - Community Centre

Annual General Meeting

- AGM to be held November 28 as a morning breakfast meeting
- Nominating committee for Business Awards
- Chris to find two volunteers to help plan the electronics
- AGM held at Chuckles Jack last year - place too cramped
- It was decided we won't have a guest speaker

Chamber Breakfast– Ongoing Viability

- Very successful 1st couple of months
- July breakfast meeting was cancelled
- Maybe we shouldn't have them during the summer
- Do we want to continue you doing this event monthly? - enough people attending?
 - Or do we want to do it bi-monthly or quarterly?
- Sean suggests doing from September to June and that we shouldn't have a shortage of speakers
 - That gives us 9 meetings for the breakfast series
 - No meetings for July, August or December
- Mike & Heather to sit down and do a review and report back to board
- We will consider feedback and suggestions sheet
- Everyone who registers should be paying up front
- Tickets will be given to those who have preregistered
- There will be a charge of \$10 for attending meeting without breakfast

Business/ Strategic Plan for 2018 – Barbara Black

- Need to come up with plan and strategy for the office staff to put into play
- Barbara proposed putting a committee together - what to focus on in 2018
 - To help give direction in office for staff
 - Plan events for the year
 - Make up budget
- If we come up with our priorities - Office staff can make up budget
 - Board won't have to deal with small issues, as staff can just see if there is room for things in the budget
- New board to start January 2018
- Have the entire board suggest priorities
- Next couple of weeks need to make the list of priorities
- Mercedes will poll board members, figure results and report back next meeting.
- The deadline for the responses is a week from Friday, September 15th
- Need to figure out if we lose park and what will take place of that revenue if we do lose it

New Business Added to Agenda

- Barbara - no new business to add to agenda
- Heather
 - Christmas social at curling rink
 - Chili spiel
 - Maybe combine the two together?

Meeting Adjourned at 8:30 a.m.

Moved: Sean Lawrence

Second: Chris Saumure

Motion carried.

Next Meeting, Wednesday, October 11th, 2017 at Valley Heartland board room.