



Board Meeting Minutes | January 8, 2019 | 5:00PM
3210 Beaver Vu Dr. Beavercreek, OH 45434

PRESENT: Amanda Byers, Kristie Miller, Tabitha Guidone, Jerry Butts, Monique Reeves, Chris Beck, Jeff Brock, Stephen Brown, Sandy Brubaker, Dianna Cordle, Adrian LeBlanc, Mike McGaughey, Susan Phillips, Wendy Rodgers, Pete Williams, Alyssa Collier.

ABSENT: Brian Jarvis

CALL TO ORDER & WELCOME

The meeting was called to order at 5:10pm by Kristie Miller, Board Chair.

WHAT IS A BOARD AND IT'S RESPONSIBILITIES

Jeff Brock went over Board of Director expectations and responsibilities and each board member was given 2 handouts with information.

WHISTLE BLOWER POLICY

Kristie Miller went over the Whistle Blower Policy and opened the floor for questions, there were none.

BOARD OF DIRECTORS MEETING MINUTES

A motion was made by Chris Beck to approve the Board of Directors meeting minutes of December. Motion was seconded by Tabitha Guidone. Jeff Brock abstained. Motion passed.

FINANCIAL REPORT

Jerry Butts presented the Financial Report and noted:

- There is an update to how the report now reads. The complete P&L has been taken out and moving forward a more simple and understandable report will be utilized for meetings.
- We ended the year with a net and will discuss placing money in reserves for 2019.

A motion was made by Sandy Brubaker to accept December's Treasurer's Report. Motion was seconded by Tabitha Guidone. Motion passed unanimously.

A motion was made by Jeff Brock to accept the Year End Treasurer's Report. Motion was seconded by Susan Phillips. Motion passed unanimously.

1. Account Checks and Balances

- Jerry Butts announced that the role of Treasurer will include checking the business bank account as well as reports for checks and balances.
- The monthly bookkeeper that was hired has been working out great and we will continue to use her moving forward.

CHAMBER REPORTS:

President/CEO Amanda Byers went over the following:

1. Membership Report

- New Member Report December
 - Amanda Byers encouraged all Board Members to welcome new members in their own way.

Dianna Cordle made a motion to approve the new members. Motion was seconded by Jerry Butts. Motion passed unanimously.

- Dropped Member Report December

A motion was made by Wendy Rodgers to approve the dropped members. Tabitha Guidone seconded the motion. Motion passed unanimously.

2. Annual Meeting Update

Amanda Byers went over the following:

- This year's award ceremony will be an Annual Meeting instead of a Gala
- The next committee meeting is 1/9/19 at 12:30 at the Chamber
- We are looking for a Board Member to sit on committee
- Date will be March 6, 2019 from 7:30 to 9:30 in the morning
- Location is Holiday Inn Dayton/Fairborn
 - Clark State is presenting sponsor

3. Taste of Greene County Update

Dianna Cordle, Committee Chair went over the following:

- Date will be Sunday April 14, 2019 from 12-4pm
- Location is The Mall at Fairfield Commons – Upper Level of Old Elder-Beerman
 - The original "Taste of Beaver Creek" was held in the mall parking lot
- Wine Tasting Event @ Mall at Fairfield Commons 5:30-7:30pm on 2/15/19
 - Tickets for this event are \$10 presale and all proceeds will go to the Chamber. This money will help offset the cost of the venue for Taste

4. Board Commitment at events

Amanda Byers discussed the following:

- A sign-up sheet went around with the date of each Business Links & each Board Member will need to sign up to be a Board Representative at one point
 - Board Representatives will help with prospects and new members at Links
- We need Board Members to sign up and serve on committees

5. 2019 Chamber Goals

Amanda Byers went over the following:

- Membership Growth
 - We plan to grow the Chamber by 91 new members in 2019
- Membership Retention
 - With a current retention rate of 87%, we plan to maintain in 2019

6. Annual Sponsorships

Amanda Byers went over the following:

- There are 7 secured so far for 2019 and staff is still working to collect
- Once all Sponsors are finalized, Amanda will share info with Board
- Board Members feel free to help secure businesses you think may have interest

7. Wright State Raiders Beavercreek Community Night/Presidential Suite

Amanda Byers discussed the following:

- February 7 @ 7PM
 - Board Members and a plus one are invited to a Suite that evening for the game
 - Mayor Bob Stone, Kristie Miller and Amanda Byers will be recognized at halftime
 - We have reached out to Jrotc to present colors
 - Tickets for the community are only \$5

BOARD CHAIR'S REPORT

Kristie Miller went over the following:

1. Executive Committee Meeting Minutes

- Chamber Staff has been making weekly visits on Friday's to Chamber Members as a group
 - With all new staff this helps everyone become familiar with them and helps them learn the role of each staff member

2. 2019 Budget

- The 2019 is in tab #9 of each Board Member Handbook for reference

ADJOURN

A motion was made by Susan Phillips to adjourn today's meeting. Monique Reeves seconded the motion. Motion passed.

Meeting adjourned at 6:17p.m.

Kristie Miller, Board Chair

Date