



BOARD OF DIRECTORS MEETING AGENDA

Thursday, July 20, 2017

1:00 p.m. – Augusta Business Centre

“Building bridges to better business in Augusta, Edwardsburgh/Cardinal and Prescott.”

Chairperson: President Dan Cook

Board Members Present: Andrea Derochie, Bonnie Pidgeon, Deb Coles, Rod Palmer, Jeff Morris

Board Members Absent: Gerry Hasiuk, Lynda Joannis, Cheryl Arcand

Regrets: Lisa Temple, Tim MacKay

In Attendance – Rod Wallace – representing Grenville Community Futures Development Corporation

Introductory Remarks:

The meeting was brought to order at 1:23 pm and there was a quorum confirmed.

Introduction of Guests: none

Approval of Agenda

Moved By Andrea Derochie

Move to approve July's Agenda

Seconded By Bonnie Pidgeon

Motion Carried

Approval of June's 2017 Minutes

Moved By Rod Palmer

Move to approve June's Minutes

Seconded By Deb Coles

Motion Carried

President's Report – President Dan Cook

None

Treasurer's Report – Deb Coles

- Membership fee reminders have been sent out. Deb suggested that names of members who have not paid should be removed from the Chamber of Commerce website. Andrea suggested that next year it might be more effective to phone members who haven't paid instead of sending them an email. Instead of mailing the membership plaques it was suggested that the committee divide up the list of members who have paid and hand deliver the plaques. Deb will put together a list of paid members.-
- Deb reported that \$3,300 was made on the Golf Tournament. Rod suggested that in the future the event should be organized by a committee and not just one person. Bonnie added that a manual should be created for each Chamber event.
- Jeff said he would put something in the Prescott Journal/Business News emphasizing some of the things the Chamber does to see if this would generate more awareness and to promote the 125th anniversary of the Chamber next year.



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Secretary’s Report – Joan Rupert-Barkley

- Joan will be on vacation the week of July 24, so there will be nobody in the office on July 25 and July 27. The telephone message will reflect that and one of the Directors will look after the cell phone for the week.
- We will not have a meeting in August.

Moved by Rod Palmer

Move to bypass the meeting in August and resume in September

Seconded by Bonnie Pidgeon

Motion Carried

- September’s meeting will be held at BOOMERS at noon on September 21.
- Starting to prepare for Awards Night and the venue. Two suggested dates for the Awards Night are November 14 or November 21.

General Business:

Human Resources Committee to be created

- Rod and Bonnie talked about forming a Human Resource committee and at September’s meeting they will bring the first draft of what that will look like.

Tech support for the website

- Joan gave a report on the tech support she received from Sterling Grace Technologies. The Chamber laptop is running slow and freezing. The tech support suggested that it could be a motherboard, fan or power supply problem. It was suggested that we download all the material from the Chamber laptop to the Tourism laptop.



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General Business:

Name Change of Chamber

- The Chamber was originally known as the Prescott and District Chamber of Commerce. At the AGM Meeting in January 2013 it was voted and approved on to change the name to the South Grenville Chamber of Commerce. However it was never done as a resolution to send to Incorporation Canada. The Chamber was incorporated in April 22, 1893. Copies of the original documents will be put in a binder and kept at the office.

Committee Reports

Memberships – Bonnie Pidgeon & Deb Coles

- Deb gave a Membership Package to Access In Motion at the Business Networking Barbeque before the meeting. Bonnie and Deb went to visit Grenville Park and dropped off a membership package.

Finance – Deb Coles

Moved By Bonnie Pidgeon

Move to approve Financial Report as presented

Seconded By Dan Cook

Motion Carried

Programming and Planning –Cheryl Arcand

- Dan reported that Cheryl Arcand has resigned from the Board.



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Liaison Reports

➤ **BIA**

“Downtown Matters”

The Prescott BIA has established a progressive new marketing committee. Their first meeting was Monday, July 17th at Bobby’s Restaurant. The meeting entailed review of the 2017 budget of the BIA, current practices and programmes, signage and on-line, radio and print marketing. They are proceeding immediately with a French translation of the print portion of the BIA “Visitor Guide and Map” and planning for a collaborative Fall event or events. The Marketing Committee includes Tom Van Dusen, Gary Regan as well as board representatives Donna White and Sandra Lawn. The committee is also assisted by Lynn McNabb and Francine Dumais. The BIA will be seeking to re-engage our many partners and supporters – again it is all about collaboration.

The BIA is buoyed up by the Shakespeare Festival, Prescott’s Business, Retention and Expansion Program, new specialty shops, the Le Mar Boutiques, Communities in Bloom, the Shakespeare garden tours, the 2017 Loyalist Days, a supportive Town staff, the anticipated new Fire Hall, four new restoration projects, a brand-new Mr. Gas, collaboration with Fort Wellington, support from businesses outside the BIA such as the Colonel’s Inn, and much more. It is dangerous to make lists like this but we hope the reader gets the gist. “Co-operation is the way to survive.”

The recruitment of a part-time BIA administrator/co-ordinator is well underway with July 21st the deadline for applications.

Many thanks are owed to Donna and Derek White of Green Things, who as volunteers, have skillfully completed the landscaping of the Daniel’s Lot “Parkette” originally put in place by the BIA, Prescott Blossoms and the Canadian Coast Guard Base.

The Farmer’s and Crafter’s Market had a great Saturday on the 15th and 22nd – at last some decent weather and some new vendors too including one from Russell.

And more good news: NB Art Gallery at 107 King street West, is having their formal opening on July 29 from 5:00- 7:00 PM.



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GCFDC

GRENVILLE COMMUNITY FUTURES DEVELOPMENT CORPORATION

Report and Update

To: South Grenville Chamber of Commerce
Submitted By: Heather Lawless, Executive Director Date: July 20, 2017

Launch Lab Mentoring Services

- **Mentoring services** delivered by Entrepreneurs in Residence (at no cost to the entrepreneur) are available to support entrepreneurs and their companies in order to drive prosperity and job creation throughout the region
- Appointments are available to meet with the Entrepreneurs in Residence in Prescott on **September 28, 2017**
- Contact Rod Wallace, Business Loans Officer, Tel. 613-925-4275 ext. 22, rwallace@grenvillecfdc.com to book an appointment.

Eastern Ontario Development Program (EODP)

- Applications are accepted on a continuous basis
- Review program details here: <http://www.grenvillecfdc.com/grants>
- Contact eodp@grenvillecfdc.com for program information.

APPLY NOW! FUNDS EXPIRE DECEMBER 31, 2018.

Community Retrofit Loan Program

- Repayable, interest free loans, amortized over up to five years are available for industrial retrofits, façade improvements and interior and exterior retrofits
- Applications are accepted on a continuous basis
- Review program details here: <https://grenvillecfdc.com/grants/item/4-community-retrofit-program>
- Contact Rod Wallace, Business Loans Officer, Tel. 613-925-4275 ext. 22 rwallace@grenvillecfdc.com

APPLY FOR YOUR INTEREST FREE LOAN BY DECEMBER 15, 2017!

Business Loan and Consultation Programs

- Contact Rod Wallace, Business Loans Officer, Tel. 613-925-4275 ext. 22 rwallace@grenvillecfdc.com for further information.

www.grenvillecfdc.com



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- Town of Prescott - none
- Augusta Township - none
- Township of Edwardsburgh/Cardinal – none

Closing Remarks – President Dan Cook

Dan reported that he thought everybody enjoyed the Business Networking BBQ however some people had to leave.

Moved by Rod Palmer

To adjourn the South Grenville Chamber of Commerce Board of Directors Meeting July 20, 2017

Meeting Adjourned

1:57 pm