



**Board of Director's Meeting  
September 21, 2016  
12:00 noon O'Reilly's Your Independent Grocer**

*"Building bridges to better business in Augusta, Prescott and Edwardsburgh/Cardinal"*

**CALL TO ORDER:** President Dan Cook welcomed everyone. 12:08PM

**PRESENT FROM BOARD:** President Dan Cook (Chair), Treasurer Brent Laton, Directors- Cheryl Arcand, Ted Livingston, Bonnie Pidgeon-Gommert,

**REGRETS:** Directors- Tim MacKay, Lisa Temple, Jeff Morris and Gerry Hasiuk

**GUESTS:** –Luc Gosselin of Metal Graphics Ltd., Sandra Lawn representing the Prescott BIA, Bill Buckler representing Augusta Township, Mayor Pat Sayeau –Edwardsburgh/Cardinal, Angela Thompson-Trussell

**APPROVAL OF AGENDA:**

**MOVED BY: CHERYL ARCAND**

To approve the Agenda as amended.

**SECONDED BY: BRENT LATON**

**MOTION CARRIED**

**APPROVAL OF PAST MINUTES:**

**MOVED BY: BONNIE PIDGEON-GOMMERT**

That the August 17, 2016 minutes of the South Grenville Chamber of Commerce were received in its entirety.

**SECONDED BY: CHERYL ARCAND**

**MOTION CARRIED**

**PRESIDENT'S REPORT:           PRESENTED BY DAN COOK**

- **Resignation:** Angela Thompson-Trussell has resigned from the South Grenville Chamber Board of Directors.
- **New Employee:** Angela Thompson-Trussell has been appointed the South Grenville Chamber Secretary.

**TREASURER'S REPORT:       BRENT LATON**

- Financial Report was provided and distributed by email.
- Cancelled internet service \$60.00/month as this service is included at our new office location.

**MOVED BY: BRENT LATON**

That, the financial statements for the month ending August 31, 2016 be received as presented by the South Grenville Chamber of Commerce.

**SECONDED BY: TED LIVINGSTON**

**MOTION CARRIED**

## **SECRETARY'S REPORT: PRESENTED BY ANGELA THOMPSON-TRUSSELL**

- Office set up has started and will be completed by Tuesday September 27<sup>th</sup> in time for the South Grenville Chamber new location grand opening Business After 5 event. Angela requested some help with the set up-Dan Cook and Luc Gosling volunteered to assist.
- Continuing email campaign for BA5 (sending out reminders)
- Collecting information for website
- Beginning to organize the 2016 Awards Night Banquet with the help of the Programming & Planning Committee and the Membership Committee.
- Updating member benefits \*(including Point Of Purchase System) and Policies/Procedures document.

## **COMMITTEE REPORTS:**

1. **MEMBERSHIPS –BONNIE PIDGEON-GOMMERT**
  - Meeting with Angela Thompson-Trussell to go over membership packages and any proposed changes
2. **FINANCE – Funding Request - BRENT LATON**
  - a. Nothing to report.
3. **PROGRAM AND PLANNING – PRESENTED BY CHERYL ARCAND**
  - a. September Business After 5 has 2 sponsors – CSE Consulting and The Red George Public House
  - b. September BA5- 20 People confirmed request that the Chamber Secretary send out reminder email for the event.
  - c. The 2016 Awards Night Banquet is set for Tuesday November 22 at Maitland Education & Recreation Centre. Augusta Township has graciously offered to cover the rental of the Hall.

## **4. Liaison Reports:**

### **BIA – DELIVERED BY SANDRA LAWN**

#### Highlights:

- Coordinator employee for the Prescott BIA motion tabled- denied.
- Prescott BIA ads running in Prescott Journal, radio ads running on CFJR and 1/3 page ad running in “Living Here” Magazine
- BIA Organizing an October “Zombie Walk” Event

### **GCFDC- NO REPRESENTATIVE PRESENT**

### **TOWN OF PRESCOTT-NO REPRESENTATIVE PRESENT**

**AUGUSTA TOWNSHIP- COUNCILLOR BILL BUCKLER**

- Requested clarification on the purpose of closed director meetings. Discussion followed. The Chamber President recognizes that there should be a clear description of the reasoning behind closed director meetings in the Policies & Procedures.

**TOWNSHIP OF EDWARDSBURGH/CARDINAL- MAYOR PAT SAYEAU**

- Report from the TWPEC Building Dept. as of the end of June shows 15M in new construction not including the new Giant Tiger facility.
  - 8 new residential
  - 3 industrial
- Medowlands Subdivision sold to the Lockwood Brothers rezoning to duplexes and a market evaluation for Cardinal is expected to take 18-24 months.

**WEBSITE COMMITTEE PRESENTED BY TED LIVINGSTON**

- 2 formats have been presented a decision will be made this afternoon
- Angela Thompson-Trussell to meet with the web developer for short training session on the new software ( Wixx platform)

**Motion:** To ratify the decision of the South Grenville Chamber Website Committee to hire Angela Meulenbroek as the website developer for [www.southgrenvillechamber.ca](http://www.southgrenvillechamber.ca) at a cost of approximately \$2611.00 for initial set up. Additional fees apply for the subscription to wixx at approximately \$200.00 monthly.

**MOVED BY: BRENT LATON**

**SECONDED BY: TED LIVINGSTON**

**MOTION CARRIED**

**CLOSING REMARKS:**

- The President thanked everyone for attending today's Board Meeting.
- The President put out a call for new Directors
- The President requested more information regarding the policy of "In Camera" meetings which are practiced by Government Councils and are similar to the South Grenville Chamber closed board meeting policies.
- Bonnie Pidgeon-Gommert requested that a key log be created for the new office keys.
- The President led the attendees in a moment of silence for the passing of Roger Rhodes, past board member and past chair of the Membership Committee.

**Next Meeting: OCTOBER 12, 2016 at 12:00 NOON- BOOMERS SPORTS BAR**

**MOVED BY: DAN COOK**

That the September 21, 2016 South Grenville Chamber of Commerce Board of Directors meeting be adjourned.

**1:24PM MOTION CARRIED**