

**Greater Georgetown Chamber of Commerce
Board of Director's Meeting
April 1, 2009**

Minutes

Participants

Board Members: Lit Dryden, Helen Kruger, Buzz Matthews, Ashley Hoban, Kyle Morgan, Rich Warfield, Debbie Hartstein, Enrique Nunez, Linda Price, Joan Tyndall, Jeanne Dukes.
COC Staff: Karen Duffield; Guests: Karl Haller, Bill Taylor, Robbie Robinson

Topic	Details	Action Items
Welcome	Debbie Hartstein, President, called the meeting to order at 3:58 pm at the Georgetown Train Station, Georgetown, Delaware. She welcomed everyone.	
Approval of the Minutes	The minutes were sent by e-mail to all board members and copies were made available at the meeting. Debbie noted she liked the new format.	Helen made a motion to accept the minutes and Linda seconded. Motion carried.
Treasurer's Report	Balance Sheet & YTD Profit & Loss were sent by Joan Tyndall by e-mail. Treasurer Joan reported. 1) Finance/Budget Committee Quarterly Report – Had budget meeting to review quarterly figures. Hand out distributed. Items highlighted were carry over from 08, exceeded income or expense. Have a net income. Good money coming in on dues. Please do not use quarter budget line for all line items. Some will not be 4x the amount come end of 09. Adjusted budget to reflect shared costs and not pseudo income (ex. publication expense shared with Town). Rich gave kudos for new membership and retaining membership – projection is ahead or on track. 2) VIP Partnership Program-Rich Warfield/Karen Duffield – Handouts distributed. Karen reported a whole new way of addressing sponsorships. No questions.	Lit made a motion to accept the Treasurer's Report and Linda seconded. Motion carried. Rich Warfield made a motion to approve VIP concept to make opportunities for members to partner throughout the year and support their businesses to promote the community. Lit seconded. Motion carried.
Changes in Board of Directors	Debbie Hartstein -Commitment/Attendance at Meetings Scott Rukowicz is unable to continue as board member. He will submit formal resignation. He wishes to stay involved, but his new employment is requiring a lot of his time. Debbie requested prospective board members be forwarded to her. Robin has asked to change from 2 nd Vice President to Secretary due to her work obligations and time available to commit. Debbie asked Jeanne if she was interested in 2 nd VP role and Jeanne agreed to make switch.	Kyle made a motion to approve Robin stepping down as 2 nd VP. Ashley seconded. Kyle made a motion to approve Jeanne stepping down as secretary. Lit seconded. Motion carried. Joan made motion to approve Robin - Secretary and Jeanne - 2 nd VP. Ashley seconded. Motion carried.

<p>Ethics Committee</p>	<p>Chair Karl Haller reported. Robbie Robinson and Bill Taylor introduced as part of ethics committee. E-mail Mr. Haller for any questions. Committee met (including Jim Tyler). Rare to have ethics questions. Town boundaries discussed. Reviewed Georgetown model code of ethics. No need for changes determined at this time. Development statement of purpose. Bill Taylor read statement. Handout distributed. Debbie gave thanks to committee. Committee will not do anything until called upon by board. Rich provided committee with Ambassador Code of Conduct for review.</p>	<p>Code of Conduct to be reviewed by Ethics Committee.</p> <p>Robbie to add “Greater” to Georgetown Chamber of Commerce in Development statement.</p>
<p>Easter Egg Hunt April 11, 2009; 11 AM-2PM</p>	<p>Chair Ashley Hoban reported that the committee has up to \$900 in donations. Will accept more. Expenses are a little more this year. \$350 cost for coloring contest with Sussex Countian. Pictures with the Easter Bunny will be produced by COC that day.</p> <p>Volunteer/Work Crew Sign-Up – Scott confirmed to volunteer. Set up volunteers needed by 9 a.m. if stakes are set up prior to Saturday (8 a.m. if not). Charlie has stakes and tape. Otherwise other Saturday volunteers, please arrive at 11 a.m. Decorating volunteers, please arrive 6-8 p.m. Friday evening.</p>	<p>Norma will follow up with Charlie to acquire materials (tape, stakes) by Thursday before.</p> <p>Volunteers contact Ashley.</p> <p>Kyle will contact his father as a possible “magician” for the event.</p>
<p>Decadent Dessert Party & Mixer April 15, 4:30 p.m.</p>	<p>Chair Jeanne Dukes reported. Encouraged all board members to share invite with another potential guest of the party, especially if they might enter the contest. Theme: Casino Night – our version of tax relief. Host: Delaware National Bank. Lit asked if it is open to the public. Because of the nature of the event (mixers are public), yes, it is open to the public. Joan asked if flyers are posted in community. Karen replied, no, but flyers were distributed and she stated that you may post at your own businesses.</p>	<p>All board members encouraged to share invite with another potential guest to the party, especially if they might enter the contest.</p>
<p>Membership</p>	<p>Chair Helen Kruger reported. Helen is making calls and Karen is following up. 10 new prospects currently this month. Next membership meeting May 5th. Enrique Nunez and Jose Somalo offered to help with Hispanic membership (translate power point into Spanish).</p> <p>1) Ambassador Program-Rich Warfield reported. Program reviewed with membership committee. Ambassadors already identified. Existing members still being identified. Benefit for members is Ambassador meets all new members and your job is to “network.”</p>	<p>Rich made a motion that we establish Ambassador program as part of Membership Committee and the team be given the authority to support organization for new members, retainment, and better Chamber. Kyle seconded. Motion carried.</p>
<p>Scholarship</p>	<p>Debbie asked Jamie Magee to chair this committee. She agreed. Students already asking for applications. Last year, deadline for submissions was June 30th. Discussion about whether there is a need to revise application and procedures. Karen suggested changing the essay question. Group agreed to get word out ASAP without sacrificing quality.</p>	<p>Jeanne made motion for Jamie to meet with committee ASAP and review and revise materials as necessary. Helen seconded. Motion carried.</p>
<p>Website</p>	<p>Chair Joan Tyndall reported. Website launched today. Provide feedback.</p>	

Economic Development	Lit Dryden reported. He read minutes from previous Economic Development Council (EDC) meeting, ... “to develop wish list to be presented to Markell’s office.” He suggests we endorse this approach and turn over to Karen to facilitate discussion and document. List to be defined by ad hoc committee and should come back to board for reading.	Lit made motion to endorse the EDC unanimous recommendation to put together list to be presented to governor and any other party appropriate with coordination from ED Karen and to be done as quickly as possible. Linda seconded. Motion carried.
Personnel	The committee has not met. Discussion around concern of group not meeting regularly. Debbie will contact Bernice tomorrow. If she can not follow up immediately, Debbie will identify vice chair.	Rich made motion for personnel committee to meet in April and give report to board in May. Ashley seconded. Motion carried.
Georgetown Farmers’ Market	Karen Duffield presented as follow up from last month to beginning Farmers’ Market. Little League does not agree for COC to use field on regular basis. Parking lot likely. In discussion now with Pastor Mike Magee next door. Farmers Market was successful in past with a few hiccups. Would have good project with thoughtful planning. Lit added that it will be necessary to have committed regular venders. Need strength in venders to maintain program.	
Bull Roast/ Community Yard Sale	Karen reported to pursue combination of two events - Farmers Market and Community Yard Sale in lieu of undertaking new event – Bull Roast. In hopes that we can maintain budget. Discussion on signage, other properties. Should have firmer report at May meeting.	Rich made motion to revise budget to remove Bull Roast from line item and replace with Farmers Market and Community Yard Sale at same income. Robin seconded. Motion carried.
Delmarva Chicken Festival in 2011	Bid to have Georgetown host the Delmarva Chicken Festival(DCF) in 2011. Karen met last month with DCF and needs to present proposal of commitment to host if COC is interested. A lot of work required... get Town on board, County on Board, other organizations. Georgetown may have been the original location for this event. The economic spin off will have a great effect on Georgetown. Will need up front monies. May need other organizations to come up with monies. Chamber as sponsoring organization, may make up to 25K-35K. Organizations working with host town may also make 20K (ex. sponsor of large frying pan). Discussion of location.	Lit made motion to move forward with pursuit to be host in 2011. Kyle seconded. Motion carried.
Historic Georgetown Publication	Karen Duffield presented. Example of publication passed around. Would like to check into possibilities of it. Opportunity of income with company generating income from ads and sales. Discussion of whether it would sell. Historic Circle has not sold as many similar books as	

	anticipated. Decision to make a couple calls, but not to invest much time on it.	
Announcements / Other	Debbie announced that Board Director business cards are in folders and that they are nice.	
Adjourn		Kyle motioned to adjourn meeting at 5:29 p.m. Ashley seconded. Motion carried.
Next Meeting		Next BOD Meeting Wednesday, May 6th at 4 p.m.

Minutes respectfully submitted by: Jeanne Dukes, 4/1/09