

**Greater Georgetown Chamber of Commerce
Board of Director's Meeting
March 4, 2009**

Minutes

Participants

Board Members: Ray Hopkins, Lit Dryden, Ashley Hoban, Helen Kruger, Garry Killmon, Joan Tyndall, Linda Price, Kyle Morgan, Scott Rukowicz, Jamie Magee, Debbie Hartstein, Rich Warfield, Buzz Matthews, Jeanne Dukes

Topic	Details	Action Items
Welcome	Debbie Hartstein, President, called the meeting to order at 4:05 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. Lit Dryden also attended Small Business Development Mtg. to be added to the last page of the minutes.	Ashley made a motion to accept the minutes and Rich seconded. Linda abstained. Motion carried.
Treasurer's Report	Balance Sheet & YTD Profit & Loss were sent by Joan Tyndall by e-mail. A lot of new members in January. Checking account up to \$13,000 end of February. Quite a bit of accounts receivable to be billed - \$4000 recently billed. Joan suggested putting some money back into CD and noted that she is feeling better about accounts receivable. Lit asked about current interest rates. She shared she would choose 6 month CD not to tie up COC money. Rich suggested finance committee meet to provide guidance to Joan and that they meet regularly - quarterly. Helen asked about charge on report for mixer. Answer – thank you items are purchased for Mixer hosts. Ray suggested items were costly for our current financial status. Lit reminded group that board decided to meet on regularly basis to revisit budget to stay on track for the year.	Ashley Hoban made a motion to accept the minutes and Kyle Morgan seconded. Motion carried. Garry will look into other thank you options at a lower cost.
Executive Director's Report	Hand out distributed. No questions.	
Christmas Balloon Parade	Chair Ray Hopkins presented. a) Theme Determined – Delaware parade. Focusing on areas of Delaware – counties. In an effort to highlight / lift up the state during the tough times. b) Band Leader Mailings – mailings went out today. c) Partnerships -Rich and Karen are working on sponsorships. Everyone should be thinking about who would be perfect sales type person, not necessarily on board, who will ask for support. Rich reported that the Chamber is looking for partnerships. Partners will be targeted and encouraged to promise a “commitment” for the event. This will help prevent getting into trouble financially when planning events. Ray added that the	Give suggestions to Ray for a “strong person” to ask for donations for parade.

	parade is committed to break even, and will not go over.	
Decadent Dessert Party & Mixer	<p>Chair Jeanne Dukes presented. Distributed invites to the Decadent Dessert Party & Mixer to the board members. 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. April 15, 4:30. Host: Delaware National Bank. Thank you committee members for your time: Joan Tyndall, Linda Price. Thank you to confirmed judges Verna, Patrick, and Doris all members of media. Committee will add Cape Gazette judge per board request.</p> <p>Last year, Jan suggested compiling recipes and pictures for a dessert cook book to be sold by the Chamber. Jeanne will give picture CD from last year’s event to Chamber for possible future publication.</p>	<p>All board members encouraged to share invite with another potential guest of the party, especially if they might enter the contest.</p> <p>Jeanne will give picture CD from last year’s event to Chamber for possible future publication.</p>
Easter Egg Hunt	<p>Chair Ashley Hoban presented. Four hour event versus 2 hour event last year. Idea to bring in our own vendors to make some money - possibly taking our own photos, coffee, popcorn etc.</p> <p>a) April 11, 11 a.m. -2 p.m.</p> <p>b) Volunteer/Work Crew Sign-Up – 5,000 eggs to be planted. Also need guards to keep kids out until start time. Need volunteers present an hour and a half before event begins and Friday night. Rich Warfield, Norma Elliot, Karen Duffield, Linda Price, Kyle Morgan, Scott Rukowicz, Joan Tyndall already volunteered. Buzz added the Boys & Girls Club will handle face painting and games.</p> <p>c) Sponsors – committee did not target the same businesses that usually support events. Ashley has gone door-to-door in the past. And will probably take the list and go door-to-door as it is more personal. Items (crafts) or money. \$100 buys 1000 eggs. Chardon donated the Easter Bunny and \$100.</p>	<p>Contact Ashley to volunteer or if you know a clown or balloon maker.</p> <p>Contact Ashley if you have any sponsorship suggestions.</p>
Economic Development	Rescheduled Meeting - Fri. March 6 th -Sen. Tom Carper	
Membership	<p>Chair Helen Kruger presented.</p> <p>a) New Member Orientation – before Chamber lunch, Karen offered New Member Orientation including hand outs and power point. One new member came. All agreed good start. Debbie added that Chamber members at other Chambers call and meet new members out front of an event and then walk around and introduce them to other members.</p> <p>b) Current Membership 445/New Member Count 14</p> <p>c) According to bylaws, citizen member may not be on board. Jan Fraipont, Past President and current Citizen Member is therefore not technically serving as board member. Committee members may still attend board meetings, just not voting members. Ray gave kudos to</p>	

	Debbie for the way she handled the situation – gracefully. All agreed Jan’s input at meetings will be missed.	
Website	Chair Joan Tyndall presented. Karen and Joan met with Inclind, Inc. Scheduled debut March 9. Any glitches will be addressed within 24 hours. New website will be announced at breakfast meeting.	Kyle asked about shopping cart installation – Joan will get back to him.
Wings & Wheels	Chair Kyle Morgan presented. Date established October 31. Rain date Nov. 1. Goal is to have sponsorships early so that the committee knows whether feasible to proceed. Last year the event cost \$17,000. It is known as partnership event, but costs incurred are placed on Chamber. Joan suggested partners at least find sponsors – support fundraisers. Kyle reported at first committee meeting that Chamber cannot do event without sponsorship lined up early. Looking at July for determination date.	Kyle and committee will be searching for grants & sponsors.
Partnerships (non-agenda item)	Jeanne asked about partnerships/finance committee because the discussion around table was continuously focused on acquiring sponsorships and donations. Joan reported that that is a process to be implemented next year. Maybe looking at a smaller form of process for all events. Rich had proposed that partnerships be addressed by finance committee and they meet.	Rich suggested finance committee meet and discuss plan. Ray will be calling meeting of the finance committee asap.
Georgetown Farmer’s Market	Joan presented to re-establish Georgetown Farmer’s Market. Written town, listed vendors, written property owner (LL complex) to inquire/get support of project. Group agreed beach traffic will provide huge purchase power. Ray suggested we move forward. Jeanne suggested a sub committee be formed to discuss all the details.	Joan and Karen will work out the details and bring back to the board.
Little League 50th Anniversary (non-agenda item)	Helen stated that LL offered to let Chamber rent out grass to vendors to make money on April 25. Need more details to make a decision.	Will revisit
Bull Roast	Debbie recommended not doing Bull Roast this year because no planning had taken place thus far. Rich reminded group that it is in the budget. Finance committee will need to review. Scott asked group to consider potential for smaller already established events for fundraising – i.e. Easter Egg Hunt.	Will revisit – Finance Committee will meet and discuss.
Sports at the Beach	Debbie presented proposal to partner with Sports at the Beach June-Bug Jamboree “Your Junk- My Treasure” Flea Market. Joan suggested we work on having better relationship with Sports at the Beach because of the number of tourists they bring to Sussex – goal is to keep them in town.	
Delmarva Chicken Festival in 2011	Bid to have Georgetown host the Delmarva Chicken Festival in 2011.	Will add to next month’s agenda. Did not discuss.
Announcements / Other	Jeanne Dukes distributed Community Walk flyers for Lewes. Event to take place on the 4 th of April in Georgetown at DTCC at 9 a.m. and Lewes at Cape HS track at 3 p.m. All are invited for the free event which promotes healthy eating and physical activity as a family. Jeanne noted that meetings are consistently extending beyond 5 p.m. and board members leave at 5 p.m. or later missing important conversations. She suggested either	Group agreed to have committees report more efficiently.

	changing end time of the board meetings or proposing that committees and individuals report more efficiently. The board does not need to discuss as much detail when committees are established to meet and do so.	
Adjourn		Garry motioned to adjourn meeting at 5:25 p.m. Kyle seconded. Motion carried.
Next Meeting		Next BOD Meeting Wednesday, April 1st at 4 p.m.

Minutes respectfully submitted by: Jeanne Dukes, 3/4/09