

**Indian Lake Chamber of Commerce  
Board of Directors Meeting  
January 17, 2012-Meeting Minutes**

**Present:** Bill Murphy, George DeChant, Brenda Valentine, Kate Moore, Christine Pouch, Nancy Harding, Kristina Eldridge

President, Nancy Harding called the meeting to order at 5:35 PM.

**Elections:**

A motion to nominate Brenda as board Secretary was made by George with a second by Christine. Motion approved, Brenda is the Secretary.

No nominations for board Treasurer were received. Christine and Nancy will continue coordinating Treasurer activities until the position is filled.

**Meeting Agenda:**

Adopted as printed.

**Minutes:**

A motion to approve the December 14th minutes was made by Kate with a second by Bill. Motion approved.

**Financial Reports:**

A motion to approve the financial reports was made by Bill with a second by George. Motion approved.

**Officers and Staff Reports**

**President's Report - Nancy Harding**

**New Office Work Procedure-** Any member assigning work to Kristina, must copy Nancy or Christine. Also at the conclusion of the project, a short review must be submitted to Nancy.

**January Newsletter** – The board was asked to review the draft and was given an opportunity to submit additional information.

**Town Activities Coordinator Meeting** - Nancy and Kristina met with Vonnie to coordinate website events. In the future, Kristina and Vonnie will check with each other before scheduling event dates.

**Vice President's Report - Christine Pouch**

Christine presented a report of our current website statistics. A summary of the report will be included in the upcoming newsletter.

**Administrative Assistant/Tourism Report - Kristina Eldridge**

There were no questions regarding the monthly report.

**Community Activities**

**Joint Board Networking Mixer - Bill Murphy**

Bill reported on the status of the Mixer. Representatives of area board members and spouses will be invited to attend the event. Kristina is checking dates with the Indian Lake Restaurant and Swifty's.

**Adirondack Teleworks Website Logo Contest - Bill Murphy**

A copy of the contest promotional flyer was distributed to the board. Bill is looking for volunteers to judge the contest entries.

**Adirondack Mountains Antique Show - Brenda Valentine and Aaron Gadway**

Brenda reported that the Committee met in December and is actively looking for volunteers to serve to help plan and execute the upcoming show.

**Committee Reports**

**Membership Committee - Christine Pouch, Chairperson**

Brenda and Kate volunteered to serve on the Committee. Plans are underway to establish a member fee schedule and to launch a 2012 membership drive

### **Membership Business Education - Brenda Valentine**

The Chamber will co-sponsor the following business sessions: “What to do Before Putting Up Your Open For Business Sign” or “Business Basics” 4/24- presented SUNY Plattsburgh, “My Small Business 101” presented by Clarkson University May 12 and 19, and “Business Financial Workshop” or “Show Me the Money” 6/5. Representatives of business financial organizations will be available to present business financing options. The sessions will be held in the ILCS. More information to follow.

### **Fundraiser & Events/Public Relations Committee - Brenda Valentine, Chairperson**

#### **Fundraiser & Event Approval Process: Christine Pouch**

An Event Consideration Form was presented to the board and was approved. The Form must be completed and submitted to the Board for approval for all future fundraisers and events.

#### **Raffle Research: Christine Pouch**

Board members were asked to review the distributed gaming document and to forward their comments to Christine.

#### **Winter Wonderland Craft Show - Kate Moore**

To date 9 crafters have registered to participate in the show, which will be held on Saturday 2/18 and Sunday 2/19 at the ILCS. Kate will ask the National Honor Society students for assistance.

#### **Annual Spring Dinner Fundraiser - Kristina Eldridge**

The following was discussed regarding the Dinner: selection of a theme, board members are requested to donate a themed basket for the silent auction and music may be included during the cocktail hour.

#### **1<sup>st</sup> Annual Golf Tournament Fundraiser - Bill Murphy**

The new date for the event is July 28<sup>th</sup> pending acceptance by Cedar River Golf Course. Plans include raising \$2000, soliciting hole sponsors, journal ads and limiting the Tournament to 64 golfers.

### **New Business:**

#### **Chamber Membership Renewals - Nancy Harding**

Renewals for Adirondack Regional Chamber of Commerce (ARCC) for \$284 and New York State Travel and Vacation Association (NYSTVA) for \$175 have been received. Decision to renew ARCC and Central Adirondack Association (CAA for \$50) was agreed. Benefits from NYSTVA were not realized.

#### **2012 New York State Tourism Conference - Nancy Harding**

Decision to send Nancy and Kristina to the one day conference was agreed. A motion to spend \$450 on registration fees was made by George with a second by Bill. Motion approved.

**The meeting adjourned at 7:15 PM.**

**Next Meeting – Tuesday, February 21, at 5:30 PM**

**Respectfully submitted**

Brenda Valentine, Secretary