

## Full Board Minutes

May 12, 2015

12:00 p.m.

**Present:** Directors: Deb Ward, Alana McNary, James Heimgartner, Tobey Johnson, Bruce Carselowey, Mandi Hursh, Alex Haines, Tony Allison, Tabitha Sharp, Jerimiah Zweifel, Katie Runnion, Bill Young, Steve Waite, Rod Seel,

Committee Chairs: Katie Henderson and Jessica Folk representing the Ambassadors and Jean Plummer representing Mayor's Prayer Breakfast and Walnut River Festival.

**Staff:** Susie Carson & Vicky Bell

Jean Plummer offered Invocation.

### I. Consent Agenda

- a. Members reviewed & approved the April Minutes and Financials. Motion to approve by Steve Wait, seconded by Bill Young. Motion carried.

### II. Directors Report

- a. Executive Director, Susie Carson, discussed progress with the E-Committee and upcoming Legislative issues that might affect members.

### III. Old Business

#### a. Contract Update

President, Deb Ward updated the board on contract committee information. It was acknowledged that we had not yet heard back from El Dorado Inc., concerning our proposal. It was mentioned that El Dorado, Inc. Advisory Committee is scheduled to meet today and we hope to hear back from them shortly. Alex Haines asked the board if we did hear back, was there permission for the Contract Committee to meet and discuss their reply before the June 9<sup>th</sup> Full Board meeting so they could make a recommendation to the Full Board. The Board agreed.

#### b. Bookkeeper Contract

President, Deb Ward updated the board on the book keeper contract. The Executive Director was asked to get a Job Description and RFP's based on her duties.

#### c. Committee Updates

Ambassador Chairs, Katie Henderson and Jessica Folk, reported that the Coffee chats are going well and the ambassadors visited 13 business last month.

Jean Plummer reported that Mayor's Prayer Breakfast was a successful event with 120 in attendance.

### IV. New Business

#### a. Audit

The Executive Committee met May 5<sup>th</sup> and asked the Executive Director to check into the cost of a Chamber audit. The Executive Director reported back estimates for audits, agreed upon procedures, and other options. The board discussed many options and decided to review the policies before moving forward.

Tabitha moved to have an ad hoc committee review the policy and procedures and report to the Board for a decision at the June 9<sup>th</sup> meeting. Second by Katie Runnion. Motion carried.

The following board members volunteered to be on the Ad Hoc Policy Committee: Tabitha Sharp, Katie Runnion, Bill Young, Tony Allison, Deb Ward, and Alana McNary

b. Mike Ronen – Board Director Resignation

President, Deb Ward reported that Mike Ronen has resigned from his position at USD 490 and his term on the board needs to be filled. The board was asked to consider individuals to fill his position.

c. Table Sponsorship Policy and Young Professional Group

Bill Young moved to table sponsorship policy and young professional group until June 9<sup>th</sup> meeting. Tabitha Sharp seconded. Motion carried.

Adjourned: 1:15 p.m.

Next Meeting: June 9, 2015 - 12:00 pm