

December Board of Directors Meeting Minutes

Attending Members: Ashlie Guyberson (P), Regina Ciaravino (V.P), Shayla Shembarger (Treasurer), Stacy Loar-Porter (Secretary), Bernice Tretheway, ~~Larry Wozniak~~, Phil Freeman, Sandra Kopach, Joe Daniel, Tom Norbey (arrived at 2:45 pm), Tiffany Moore.

Meeting Date: Tuesday, December 18, 2018

Meeting Time: 2:00 pm– 3:15 pm

Meeting Location: Village of Stevensville

Meeting Topics:

1. Secretary's Report

- Review & Approval previous minutes – Reviewed November meeting minutes. Motion to approve by Stacy, Second by Shayla.
- Membership Renewal Invoices were emailed out. All were sent out by 12/13. We have already started receiving payments.

2. Treasurers Report

- November Treasurer report, balance as of 11/30 \$15,829.17. Motion to approve by Stacy, seconded by Sandy.

3. Open Forum

- Board Positions
 - Emily Kirchner has resigned as a board member due to time constraints.
 - The board discussed possible replacements. Will review and reach out to members after the Annual Dinner.
- 2019 Board Meetings
 - Ashlie will send out the dates for 2019 meetings.
 - Consensus was to change the meeting time back to 12:30 pm.
 - Board will remind members all board meetings are open to the members to attend.
 - Minutes will be posted on the website starting the first of the year for those members that may not be able to attend the meetings.
- 4th Quarter Newsletter
 - Board discussed items to place in the newsletter.
 - Newsletter will go out mid-January.
 - Events listed in newsletter- will be chamber events. If a member has an event they would like the chamber to promote, it will be promoted via Facebook.
 - Press page on website will be removed, Facebook is utilized more.
- Annual Dinner

- Keynote speaker- Rick Keyes from Meijer is not available, however Regina is working with Meijer they believe they have another speaker.
- Food- Final menu is due to Tosi's before they close 1/1-1/31. Cost will be \$30 – members, \$35-non-members.
- Nominations- The list of nominations were read to the board. Due to time constraints Ashlie will email out the criteria we should use when voting on Business of the Year and Community Spirit, along with the nominees and the description of why the business was nominated to the board. We will have an email vote next week.
- Awards- Ashlie will contact Competitive Edge for awards and new board member name tags.
- 2019 Planning
 - Member survey- Ashlie presented a draft of survey questions she would like to send out to the members. She asked everyone to review.
- Town Hall Take away
 - The board was happy with the turn out, those that attended had some wonderful suggestions. Some of the items are things that can be implemented now with ease. Others are items the board should consider putting on the 2019 or future strategic plan. This will be discussed in further detail at the January Board meeting.

Meeting Adjourned at 3:15 pm.