

PRESCOTT AND DISTRICT CHAMBER OF COMMERCE
BOARD OF DIRECTORS MEETING
APRIL 13, 2005

President Lisa Smith called the meeting to order at noon at the Bridgeview Restaurant. Present were: Vice-President Ralph Legere, Treasurer Allan Norton, Directors Sharon Spychi, Brenda Kenney, Brent Laton, Garry Dewar, Jim French, Anne Sawyer, Ray Young, members Tim Ruhnke, Marylou Murray, Kevin Ingleby, Bryan Somerville, Robert Haller, Matt Rowbotham, Susan Vallom and Christine Endicott. Minutes recorded by secretary Debbie Lawless.

1. INTRODUCTION OF GUESTS: Lisa Smith welcome everyone and introduced Christine Endicott of Portraits by Christine Endicott, one of our newest members to the Chamber.

2. APPROVAL OF AGENDA: The agenda for April 13, 2005 was approved on motion by Brent Laton and seconded by Ralph Legere. Carried.

3. REVIEW OF AND BUSINESS ARISING FROM MINUTES: In regards to the recent day change of the Chamber's monthly meetings it was discussed and motioned by Ralph Legere and seconded by Brenda Kenney to change the Board of Directors monthly meetings to the third Wednesday of each month beginning May 18, 2005 as the second Wednesday conflicts with GFDC meetings. Carried.

4. APPROVAL OF MINUTES: The minutes for March 17, 2005 were approved as circulated on motion by Ralph Legere and seconded by Ray Young. Carried.

5. PRESIDENT'S REPORT: Lisa Smith reported that Tim Cassidy has completed the plaques and nameplates to display winners of the past and future Chamber awards. Lisa will visit the Town Hall on Thursday to choose a wall to showcase the plaques.

The Recorder and Times Vacation Travel Guide advertising, where the Chamber acted as an agent to sell 12 spots to businesses at a discount, have been all sold. The draft copy will be forthcoming to Lisa and it should contain approximately three pages of Prescott and businesses.

Also the Prescott Merchant Brochure that Jason Rooney is designing is well underway. Jason is presently working on the map, as well as listings of businesses in categories of accommodations, restaurants, retail, etc.

Prescott Blossoms Garden Club has requested to make a presentation to the Chamber. It was discussed and decided this presentation will take place at our May 18, 2005 meeting.

Lisa also distributed Chamber of Commerce Group Insurance Plan news flyers to all present.

Lisa noted the write-up on the Chamber's progress in the Progress Edition 2005 issued by St. Lawrence EMC was very well composed.

6. VICE-PRESIDENT'S REPORT: No report presented.

7. TREASURER'S REPORT: The treasurer's report for period ending March 31, 2005 was presented by Allan Norton. The financial statement was accepted on motion by Brent Laton and seconded by Ralph Legere. Carried. Copy enclosed.

Allan also distributed copies of the Annual Dinner and Silent Auction expenses and income. Silent Auction income was \$2,272.00, dinner net income was \$ (308.22) and the 50/50 draw income was \$322.50 and expenses were \$4,013.89. The total net income for the evening was \$2,210.61. Ralph Legere thanked the Annual Dinner Committee and all those who helped in any way to make this evening a successful event once again.

8. EXECUTIVE DIRECTOR'S REPORT: No report presented.

9. SECRETARY'S REPORT: No report presented.

10. CORRESPONDENCE: A list of correspondence received for April 2005 was distributed to all present.

11. COMMITTEE REPORTS:

1. FINANCE: Brent Laton reported the committee had received and reviewed three requests. The committee voted on and recommended the following requests be brought forward and voted on by the Board of Directors.

1. Prescott Amphitheatre Committee request for donation for the Sunday evening concerts.

This request was discussed and it was motioned by Tom Doyle and seconded by Garry Dewar to donate \$500.00 to the Prescott Amphitheatre Committee for the Sunday evening concerts. Carried.

2. Request for \$6000.00 from the Prescott Public Library Fundraising Campaign.

This request was discussed and motioned by Bill Pakeman and seconded by Garry Dewar the Chamber donate \$6000.00 for phase 4 of the Prescott Public Library expansion and renovations in yearly installments of \$1200.00 for five years upon recommendation to the Prescott and District Chamber of Commerce Board of Directors to review yearly if funds are available. Carried.

3. Request for donation from Harbor Days Committee.

This request was discussed and motioned by Bill Pakeman and seconded by Garry Dewar the Chamber donate \$1000.00 to the Prescott Harbor Days Committee. Carried.

2. PROGRAM AND PLANNING: No report presented.

3. MEMBERSHIP: Lisa reported three new members for the Chamber.

Red Top Design (Jason Rooney),
Prescott, Ontario
(Graphic Design)

Dutch Green (Nico van Stralen),
Prescott, Ontario
(Landscaping)

Tender Touch Equine Therapy (Lynda Cho),
Kemptville, Ontario
(Horse/Equine Massage)

These three new members were approved on motion by Sharon Spychi and seconded by Mike Baril. Carried.

12. LIAISON REPORTS:

1. TOWN OF PRESCOTT: Robert Haller reported there will be an open house tonight from 3-7 p.m. at the Town Hall displaying the water and sewer services report.

Also tonight there will be a public open house to provide input into Prescott's downtown revitalization and official plan review from 5-8 p.m. at the Town Hall.

Robert noted there will be a public meeting on Monday night, April 18, 2005 at the Town Hall in regards to the proposed bylaws on adult entertainment and fortification of private property.

Robert noted the coverage for Prescott in the EMC Progress Edition 2005 was great and Council is presently working on the town's budget and hopes for no tax increases.

2. TOURISM: Robert Haller reported a new chairperson for the committee is needed and the committee is looking at locating the Information/Welcome Centre at the Museum for this year. Robert also noted a job creation grant is available to hire full time Tourism and Economic Development Coordinators and two summer students.

3. SGED COMMITTEE: Robert Haller distributed information flyers on the Business Assistance Program forum to be held April, 26, 2005 at the Town Hall from 9 till noon. The forum was hosted as a result of the BR&E study. This forum explains programs and services available for businesses and what funding opportunities are available.

Also distributed to all present were information flyers on upcoming small business workshops and seminars for April 2005 presented by the 1000 Islands Entrepreneurship Centre.

4. BIA: Ray Young reported approximately 50 people attended the recently held meeting of the revitalization plan review and noted there were many new people in attendance. Ray reviewed many of the suggestions received and felt they were great ideas but some would be too expensive to transpire.

13. NEW BUSINESS: Allan Norton noted he has cash boxes available for use for special events for the Chamber.

Lisa noted she will attain a quote from Jason Rooney for the Chamber's website development and design and the sub-committee will meet again with Jason to discuss costs, design, etc.

Ray Young noted an event which took place recently where a store merchant related to a customer there were no stores in Prescott to shop at and informed them to go to Brockville. Ray expressed his concern and noted all store merchants here should be helping out one another and working together and recommending each others stores to shoppers, not recommending consumers to shop elsewhere.

14. OTHER BUSINESS: No report presented.

15. NEXT MEETING: The next Board of Directors meeting will be held on **WEDNESDAY, MAY 18, 2005** at the **Bridgeview Restaurant** commencing at noon. "Everyone Welcome"

PLEASE NOTE: Day change of next meeting and Board of Directors meetings will now be held on the **THIRD WEDNESDAY** of each month.

16. ADJOURNMENT: The meeting adjourned at 12:45 p.m. on motion by Brent Laton and seconded by Ralph Legere. Carried.

**PRESCOTT AND DISTRICT CHAMBER OF COMMERCE
FINANCIAL REPORT
March 31, 2005**

BANK BALANCES December 31, 2004

Current Account	\$ 8,726.20	
Allowance for uncleared/prepaid	(473.09)**	\$ 8,253.11
Mutual Fund Investment		<u>21,288.88</u>
		29,541.99

Plus Income

Membership	5,519.55	
Annual Dinner	4,630.00	
Insurance	984.07	
Special Events	1,264.00	
Directory	0.00	
Golf Tournament	0.00	
Interest	73.36	
50/50 draws	139.00.....	<u>\$ 12,609.98</u>
		42,151.97

Less Disbursements:

Membership	\$ 1,562.20	
Annual Dinner	3,988.82	
Special Events	195.47	
Golf Tournament	0.00	
Stationary	216.57	
Salary & Wages	5,272.94	
Advertising	83.89	
Postage	208.22	
Insurance	0.00	
Bursaries/Donations	0.00	
Misc.	5,654.96.....	<u>17,183.07</u>
		<u>\$ 24,968.90</u>

BANK BALANCES March 31, 2005

Current Account	12,117.28
Mutual Fund Investment	<u>16,362.24</u>
Minus Cheques outstanding	<u>(3,510.62)</u>
	\$ 24,968.90

Available Funds \$ 14,968.90
Reserve Fund \$ 10,000.00

