

**PRESCOTT AND DISTRICT CHAMBER OF COMMERCE  
BOARD OF DIRECTORS MEETING  
DECEMBER 15, 2010**

President Brent Laton called the meeting to order at noon at the Red George Public House. Present were: Vice-President Jen Wyman, Directors Robert Lawn, Heather Lawless, Ray Young, Julie Marshall, Dan Cook, Pat Sayeau, Beth Morris, Jessie De Vries, Roger Rhodes, Don Rivoire, members Ted Livingston, Larry Dishaw, Doug Malanka, Shawn Lockett and Cathy Gilmer. Minutes recorded by secretary Debbie Lawless.

1. **INTRODUCTION OF GUESTS:** Dan Cook introduced Shawn Lockett of Tim Hortons and Heather Lawless introduced Cathy Gilmer, EODP Administrator for GCFDC.
2. **APPROVAL OF AGENDA:** The agenda was approved on motion by Dan Cook and seconded by Robert Lawn. (8 for, 0 opposed). Carried.
3. **REVIEW OF LAST MONTH'S MINUTES:** No report.
4. **APPROVAL OF LAST MONTH'S MINUTES:** The minutes for November 17, 2010 were approved a circulated on motion by Jen Wyman and seconded by Don Rivoire. (9 for, 0 opposed). Carried.
5. **PRESIDENT'S REPORT:** Brent Laton reported he has met with the Chair of the Finance committee to review expenses and it was suggested RFPs for services be used for better efficiency and also to reintroduce a budget for 2011.
6. **VICE-PRESIDENT'S REPORT:** No report.
7. **TREASURER'S REPORT:** The treasurer's report for period ending November 30, 2010 was presented by Debbie Lawless. The financial statement was accepted on motion by Heather Lawless and seconded by Dan Cook. (8 for, 0 opposed). Carried. Copy enclosed.
8. **SECRETARY'S REPORT:** No report.
9. **CORRESPONDENCE:** A list of correspondence received for December 2010 was distributed to all present.
10. **COMMITTEE REPORTS:**
  1. **FINANCE:** No report.
  2. **PROGRAM AND PLANNING:** Jen Wyman reported she was pleased with the turnout at the Business After 5 event held at the Port of Prescott and felt it was very informative.  
  
She also noted SGDHS students are willing to participate in Business After 5 events.  
  
The Annual Dinner Committee met and the scheduled date for the Annual Dinner was January 20, 2011 but now will be tentatively held in March 2011.  
  
There will be a live auction instead of a silent auction and she has received some donations already to auction off.

It was discussed and motioned by Jen Wyman and seconded by Don Rivoire the Chamber purchase two travel voucher raffles totalling \$3000.00 to be advertised as two trips to Las Vegas and as a \$1000.00 cash value collectable each instead of trips and to be drawn at the Annual Dinner and Awards Banquet. Tickets will sell for \$20.00 each and 1000 tickets will be printed. (8 for, 0 opposed). Carried.

3. **MEMBERSHIP:** No report.

## 11. **LIAISON REPORTS:**

1. **TOWN OF PRESCOTT:** Ray Young reported Council has held its inaugural meeting, first council meeting and first committee meeting and infrastructure programs are being worked on and to be completed in March 2011.

2. **TOWNSHIP OF AUGUSTA:** Doug Malanka reported on the following:

- Council has held their first council meeting
- resolution was passed to hold the 3rd Opportunity Knocks Business Fair with breakfast available also on Saturday, May 14, 2011 at the Maitland Fire Hall from 10 a.m to 3 p.m. The fair will give the township's businesses, large and small, the opportunity to showcase their products and services to the public and learn what is available and offered in their "own back yard". Contact Doug at 925-2554 or [dmalanka@cogeco.ca](mailto:dmalanka@cogeco.ca) for more information

- Reeve Mel Campbell was again appointed to Warden for the United Counties
- a Mayors' breakfast will be held in late January or early February
- Township office is closed December 24 at noon to January 3, 2011
- thanks goes to EODP and GCFDC for sponsorship of video to showcase Augusta township which will be transferred to CDs and flash drives

3. **EDWARDSBURGH/CARDINAL TOWNSHIP:** Larry Dishaw reported on the following:

- inaugural meeting held December 10
- Ontario East Wood Centre and Industrial Park now amalgamated as of December 15, 2010
- board accepted and bylaw #2 accepted by Board
- founding Directors are Sandra Lawn, Tony Bull, Brian Barkley and Larry Dishaw
- board has 3 representatives (Renfrew area)/Economic Development/retired senior official from MNR, woodlot owner, member of Ontario Federation of Agriculture, Chief of Mohawk Council of Akwesasne, representative from Tembec, representative from Queen's University, representative from University of Toronto, 2 professional engineers, Mayor and CAO of Edwardsburgh/Cardinal township
- projects include securing seed funding - pilot/demo plant (SUNY) - biorefinery (Queens) - 25 MW Cogen plant (Genivar) - Torrefaction (wood pellets)
- greenhouse project then can be put to use (use of 500 tons co2 from Greenfield) - first nations housing - furfural production - black walnut use - short crop rotation
- Township funding for \$4700 for OEWC website update, brochure update and production of 2000 and Queens projects (demo-plant membrane project - furfural production)
- County contact will bring staff up to speed on development and ask for support
- regional advantages of wood centre include shared infrastructure and energy/raw material available/market access/highway and rail connections/now and future successful Port operation, academic research partnerships

-now require bricks and mortar to establish pilot facilities (demonstration site R&D, commercialization, manufacturing)  
- will create area employment/business improvement/new commercial spin off growth/industrial efficiencies/greater tax base  
- will be asking Chamber for support through endorsement letters as these projects move forward

4. **GCFDC:** Heather Lawless reported loan business is brisk and GCFDC approved \$400,000 in loans at their December meeting alone. The SEB program business plan development training course begins January 10, 2011 with up to 17 aspiring entrepreneurs from across Leeds and Grenville starting the training to be held in the GCFDC board room for an 8 week period

5. **BIA:** Ray Young thanked Beth Morris and volunteers for making Santa's workshop so successful.

The unveiling of the Bi-centennial mural will be held on Saturday, December 19, 2010.

The BIA is holding its luncheon tomorrow at the Prescott Legion commencing at 11:30 a.m.

12. **NEW BUSINESS:** Robert Lawn presented the nominating committee report for the Board of Directors for 2011 and motioned the presented list be forwarded to the Annual General Meeting in January 2011 for approval. Pat Sayeau seconded the motion. (10 for, 0 opposed). Carried.

Dan Cook nominated Shawn Lockett for Director for 2011. Dan Cook motioned and Heather Lawless seconded Shawn Lockett be accepted for nomination for Director to the 2011 Board of Directors. (8 for, 0 opposed). Carried.

Ted Livingston of CSE Consulting noted they have initiatives available for hiring (i.e. wage subsidies programs for employers) until March 2011. This services is free to employers. Contact Ted or Julie at 925-0222 or go to [www.cseconsulting.com](http://www.cseconsulting.com) for more information.

13. **OTHER BUSINESS:** No report.

14. **NEXT MEETING:** The next Board of Directors meeting will be the **ANNUAL GENERAL MEETING** to be held on **WEDNESDAY, JANUARY 19, 2011** at the **BRIDGEVIEW RESTAURANT** commencing at noon. "Everyone Welcome"

15. **ADJOURNMENT:** The meeting adjourned at 1:10 p.m. on motion by Ray Young and seconded by Jen Wyman. (8 for, 0 opposed). Carried.

**Prescott & District Chamber of Commerce  
Financial Report as of November 30, 2010**

<b>Bank Balance December 31<sup>st</sup>, 2009</b>		
<b>Current Account</b>	<b>8,996.43</b>	
<b>Items Outstanding</b>	<b>0.00</b>	
<b>Mutual Fund Investment</b>	<b>7,534.70</b>	<b>16,531.13</b>
<b>Plus Income:</b>		
<b>Membership</b>	<b>10,616.55</b>	
<b>Insurance Group Revenue</b>	<b>4,446.86</b>	
<b>Interest</b>	<b>12.93</b>	
<b>50/50 Draws</b>	<b>266.00</b>	
<b>Special Event</b>	<b>140.00</b>	
<b>Annual Dinner</b>	<b>7,086.31</b>	
<b>Golf Tournament</b>	<b>9,900.18</b>	
<b>Vacation Guide/Silent Auctions</b>	<b>0</b>	
<b>Misc.</b>	<b>560.50</b>	<b>33,029.33</b>
		<b>49,560.46</b>
<b>Less Disbursements:</b>		
<b>Membership</b>	<b>2,075.14</b>	
<b>Office Supplies/Computer Exp.</b>	<b>1,083.35</b>	
<b>Salary &amp; Wages/Fees</b>	<b>5,350.00</b>	
<b>Insurance</b>	<b>1,279.80</b>	
<b>Postage</b>	<b>451.47</b>	
<b>Special Events</b>	<b>0</b>	
<b>Annual Dinner</b>	<b>4,297.76</b>	
<b>Golf Tournament</b>	<b>4,478.10</b>	
<b>Vacation Guide/Silent Auctions</b>	<b>0</b>	
<b>Bursaries/Donations</b>	<b>10,248.48</b>	
<b>Misc.</b>	<b>475.00</b>	
		<b>29,739.10</b>
		<b>19,821.36</b>
<b>Bank Balances November 30, 2010</b>		
<b>Current Bank Account</b>	<b>13,606.23</b>	
<b>Mutual Fund</b>	<b>7,547.63</b>	
		<b><u>21,153.86</u></b>
<b>Cheques Outstanding Ontario C of C Membership Dues</b>		<b><u>(1332.50)</u></b>
<b>Net Funds Available</b>		<b>\$19,821.36</b>

