

# PRESCOTT AND DISTRICT CHAMBER OF COMMERCE

## BOARD OF DIRECTORS MEETING

JUNE 15, 2005

President Lisa Smith called the meeting to order at noon at the Grenville Arms Restaurant. Present were: Past-President Keeley Moure, Treasurer Allan Norton, Directors Robert Lawn, Ken Durand, Heather Lawless, Bill Pakeman, Chris O'Reilly, Brent Laton, Anne Sawyer, Ray Young, members Marylou Murray, Kevin Ingleby, Lorne Mallory, Matt Rowbotham and Sandra Lawn. Minutes recorded by secretary Debbie Lawless.

President Lisa Smith asked all present for a moment of silence for our longstanding Executive Director Mike Boyles, who recently passed away on June 8, 2005.

**1. INTRODUCTION OF GUESTS:** Lisa introduced our guest speaker Sandra Lawn, Co-chair of the 2007 Ontario Winter Games bid committee. Sandra gave a presentation on the Senior Winter Games being held February 14 to 16, 2007 in Brockville and area. Presentations have been made to Athens, Gananoque, Brockville and Prescott who will all be involved with the games. The games will be a great economic impact and raise the profile of our area with approximately 2000 people attending. The province has funded \$200,000 already for the games. There will be 10 winter activities taking place. Prescott, Gananoque and Athens have provided in kind donation of the use of their rinks. Activities include skiing, hockey, curling, x- country skiing, badminton, volleyball, squash, skating, bowling and contract bridge. This event will also showcase our area for retiring seniors.

Work is continuing with the province, cities and communities on organizing and planning the events and also many volunteers will be needed. There will be live broadcasting of all events (radio, TV, webcast, newspapers). The game could have a \$1 million economic impact for our area. The event supports healthy lifestyle, promotes the region for year round destination and raises profile of our area. Participants have to be over 55 years of age and there will be 1500 participants. For more information and/or to volunteer or participate in events contact Sandra Lawn at 925-3480.

**2. APPROVAL OF AGENDA:** The agenda for June 15, 2005 was approved on motion by Bill Pakeman and seconded by Ken Durand. Carried.

**3. REVIEW OF AND BUSINESS ARISING FROM MINUTES:** In regards to payment of membership dues for OPP Sgt. Bryan Somerville, Robert Lawn stated the Prescott Police Services Board will pay the \$30.00 membership dues for 2005.

**4. APPROVAL OF MINUTES:** The minutes for May 18, 2005 were approved as circulated on motion by Heather Lawless and seconded by Ray Young with the amendment to the Program and Planning report that no free annual dinner tickets will be issued for the Mike Boyles Award and the Business of the Year Award. Free tickets will include two for the Citizen of the Year Award, three tickets for the Youth of the Year Award, one ticket for the Master of Ceremonies and one for the guest speaker for a total of seven tickets.

Also under the President's Report it should be made clear that the committee formed to review the overall sign strategy did not include Heather Lawless. Heather volunteered only to inquire into applying to the GCFDC for funding of this project and could not sit on this committee as she is involved in assessment for EODF funding applications. Carried.

**5. PRESIDENT'S REPORT:** Lisa Smith reported the Merchant brochure has had changes made and the committee is into the stages of fine tuning the brochure. Also the Chamber's website is still being worked on.

Lisa raised \$127.00 in pledges on the CHEO walk along the Heritage River Trail. Lisa also took her turn, as many others did, in the dunk tank during Harbor Days events.

On May 6, 2005 Lisa and Marylou Murray attended the complimentary luncheon at the Royal Brock with Mayor Ben TeKamp speaking on the Future of Canadian Communities. Mayor TeKamp presented an excellent and informative

speech and afterwards open forum panel discussions were held with the Mayor, Dave Paul (Brockville's Economic Development Officer) and Sandra Lawn.

Lisa passed around the Vacation Guide where Prescott has three pages of great coverage and advertising.

The going away gathering held on June 13, 2005 for Dominique Pressault, Manager of Canadian Tire, was attended by approximately 25 people. Dominique and Josee were very thankful for their gifts and everyone enjoyed themselves.

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

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

**8. SECRETARY'S REPORT:** Debbie Lawless reported the new computer has arrived.

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

**11. COMMITTEE REPORTS:**

1. **FINANCE:** Brent Laton reported the committee received a funding request from the Shakespeare Festival. The committee reviewed this request and it was recommended on motion by Brent Laton and seconded by Bill Pakeman to defer the request until our November meeting when sufficient information will be available concerning the golf tournament proceeds, downtown revitalization fund applicants, the "Welcome to Prescott" sign costs and the financial activities of the festival in order to make an informed recommendation. Discussion was held and this motion was defeated.

Ken Durand noted the Festival is now in its third year and is a very important event. The festival has raised \$38,000 to date but requires \$50,000. The festival is a tremendous asset to our town but requires ongoing support. It has a great impact on our community and long term economic development. The Chamber should take leadership of this project and be a proud sponsor.

Keeley Moure suggested looking at what level we can support this event at this time and then review this request later on.

Lisa suggested we should start pursuing ideas for fundraising.

Robert Lawn noted he has attended the plays and the greatest need for the town is to promote Tourism and this festival is something different that other towns do not have. The Chamber must be positive and support it as the Chamber is the voice of economic development of our town and this an economic development project.

Ray Young noted the Chamber must support the festival and suggested \$2000.00 be donated now.

Bill Pakeman motioned and Ray Young seconded \$2000.00 be donated to the festival now and to review this request again in the fall. Carried.

Keeley noted the festival be included in the Chamber's annual budget review as it was not pre-budgeted for.

Keeley Moure motioned and Ray Young seconded the festival be included in the Chamber's annual budget review. Amendment was made on motion by Ken Durand and seconded by Ray Young that the above motion be deferred until the fall. Carried.

The Chamber donated \$4,000 to the festival in 2004.

Ken thanked the Chamber for their support.

Heather suggested to add fundraising ideas to our agenda for next month and Marylou suggested checking out working bingos for fundraising monies.

**2. PROGRAM AND PLANNING:** Lisa will issue a press release of the Chamber's support to the festival and contact the Journal, EMC, Recorder and Times and Ottawa newspapers immediately.

**3. MEMBERSHIP:** Bill Pakeman reported two new members.

It Figures (Angela Fraser)  
Prescott, Ontario  
(Bookkeeping)

This new member was approved on motion by Ken Durand and seconded by Robert Lawn. Carried.

Lane's Smoke Shop (Jennifer Dupuis)  
Prescott, Ontario  
(Retail)

This new member was approved on motion by Ray Young and seconded by Ken Durand. Carried.

Matt Rowbotham volunteered to sit on the membership committee.

Bill Pakeman noted the Chamber has had ten new members join this year so far and the Chamber receives between \$6500 and \$7000 per year in revenues from the Group Insurance Plan and makes this the single largest revenue provider moneywise the Chamber has.

## **12. LIAISON REPORTS:**

**1. TOWN OF PRESCOTT:** Robert Lawn reported Council has passed the budget with no tax increase.

Council has earmarked \$50,000 for the downtown improvement project. Repairs to the CN overpass and repairs of Edward Street, North from the overpass to the 401 will be started this year.

Work is underway to develop the new subdivision and design work will begin on the new sewage treatment plant.

A new animal control program for licensing dogs has been initiated and a new by-law enforcement officer will be introduced to address issues on animal control, property standards and parking.

**2. TOURISM:** No report presented.

**3. SGED COMMITTEE:** No report presented.

**4. BIA:** Ray Young reported the budget has been set. There will be \$10,000 given towards the downtown revitalization project. Preparations are underway for the annual Father's Day sidewalk sale and the job description is being worked on for a downtown Prescott Resource Worker position.

**13. NEW BUSINESS:** Ray Young noted a decision needs to be made on how many copies need to be printed of the new brochure.

Discussion was held and it was motioned by Ken Durand and seconded by Keeley Moure the Chamber fund half of the printing costs for the brochures to a maximum of \$1600. This motion was amended by Ken Durand that the

Chamber provide \$1600 of seed money for printing costs and apply for funding with the BIA, to the EODF in attempt to recover this money. Carried.

14. OTHER BUSINESS: Lisa reported in regards to the new signs for the East, West and North entrances a meeting was held with representatives from the Chamber, Tourism, BIA and Prescott Blossoms Garden Club and the following was reported:

- all signs need repairs (repainting, reconditioning and rebuilding)
- the service club signs are all in need of repainting or replacing
- the bases of all signs are rotting and decaying

The unanimous agreement of the group was to suggest new, undated, refreshed signs at all locations.

Lisa suggested the Chamber take the lead on this project and she has submitted an application to EODF for funding. She asked that the Chamber take the lead on this project, proceed with the funding application and begin the process of installing new signs.

Discussion was held and Ken Durand motioned and Keeley Moure seconded the Chamber support this project and begin the process of installing new signs. Carried.

Ken thanked Lisa for take the initiative of supporting this project.

Also a reminder to all the Chamber's Annual Golf Tournament will be held on WEDNESDAY, SEPTEMBER 14, 2005 at the Prescott Golf Club. Cost is \$40.00 for Prescott Golf Club members and \$65.00 for non-club members. (includes green fees and dinner). First 144 paid players are booked.

Donations towards the prize table are needed and greatly appreciated. Items may be dropped off at the Royal Bank of Canada or the Toronto Dominion Bank in downtown Prescott.

For more information and team bookings please call Allan Norton at 925-4244 ext. 250 and for mandatory cart bookings please call the Prescott Golf Club at 925-5370.

15. **NEXT MEETING:** The next Board of Directors meeting will be held on **WEDNESDAY, JULY 20, 2005** at the **GRENVILLE ARMS RESTAURANT** (925-0087), 513 King Street, West, Prescott commencing at noon. "Everyone Welcome".

16. **ADJOURNMENT:** The meeting adjourned at 1:25 p.m. on motion by Ken Durand and seconded by Bill Pakeman. Carried.

**PRESCOTT AND DISTRICT CHAMBER OF COMMERCE  
FINANCIAL REPORT  
MAY 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	8,069.55	
Annual Dinner	6,224.50	
Insurance	1,634.19	
Special Events	1,290.75	
Directory	0.00	
Golf Tournament	0.00	
Interest	119.39	
Misc.	786.75	
50/50 draws	181.00	\$ 18,306.13
		47,848.12

Less Disbursements:

Membership	\$ 1,562.20	
Annual Dinner	4,013.89	
Special Events	1,039.07	
Golf Tournament	0.00	
Stationary	277.61	
Salary & Wages	5,672.94	
Advertising	83.89	
Postage	318.75	
Insurance	0.00	
Bursaries/Donations	1,200.00	
Misc.	7,768.91	<u>21,937.26</u>
		\$ <u>25,910.86</u>

BANK BALANCES May 31, 2005

Current Account	10,526.63
Mutual Fund Investment	<u>16,408.27</u>
Minus Cheques outstanding	<u>( 1,024.04)</u>
	\$ 25,910.86

Available Funds \$ 15,910.86  
Reserve Fund \$ 10,000.00

