

**PRESCOTT AND DISTRICT CHAMBER OF COMMERCE
BOARD OF DIRECTORS MEETING
MARCH 15, 2006**

President Ralph Legere called the meeting to order at noon at the Bridgeview Restaurant. Present were Treasurer Allan Norton, Directors Heather Lawless, Robert Lawn, Sharon Spychi, Mary Lou Murray, Brenda Kenney, Ray Young, Brent Laton, Anne Sawyer, Mike Baril, Tina Murray, Matt Rowbotham, members Tim Ruhnke, Robert Haller, Robert Pelda, Lorne Mallory, Bryan Somerville, Bill Martineau, Oliver Noe and guests Melissa Ablett, and Keith Watson. Minutes recorded by secretary Debbie Lawless.

1. **INTRODUCTION OF GUESTS:** Bill Martineau introduced Keith Watson, President of Guardsman Insurance Services Inc. Keith briefly explained the group plan now available for Chamber members for car and home insurance which gives members a savings. You may contact Bill Martineau at Guardsman Insurance at 925-0111 for more information.
2. **APPROVAL OF AGENDA:** The agenda for March 15, 2006 was approved on motion by Brent Laton and seconded by Robert Pelda. (7 for 0 opposed). Carried.
3. **REVIEW OF AND BUSINESS ARISING FROM LAST MONTH'S MINUTES:** No report presented.
4. **APPROVAL OF LAST MONTH'S MINUTES:** The minutes for February 15, 2006 were approved as circulated on motion by Mike Baril and seconded by Anne Sawyer (7 for 0 opposed). Carried.
5. **PRESIDENT'S REPORT:** Ralph Legere reported the finance committee met and further details will be reported under Committee Reports.
6. **VICE-PRESIDENT'S REPORT:** Anne Sawyer presented and read Lisa Smith's report.

Lisa noted in her report she is pleased to inform the Chamber of a joint project that Melissa Ablett organized and coordinated. In February 2006 Lisa, Melissa, Robert Haller, Chuck Street and Mr. and Mrs. Bonneau participated in the 1st Impressions program. The program is a community exchange with a community similar to Prescott. All visited Stirling, Ontario, just north of Belleville and in March representatives from Stirling visited Prescott. A presentation and full report will be held on Friday, March 24, 2006 at 11:00 a.m. at Prescott's Town Hall. Stirling representatives will also be reporting on their visit to Prescott.

Robert Haller noted this was a joint project which included the Chamber, the BIA, Tourism and the Town. The program was to seek information on types of businesses, services, retail, strengths and identify areas for improvement.

Lisa attended the Downtown Steering Committee meeting on March 23, with further discussions taking place about the Museum, further focus on streetscaping, a downtown survey and a Community Improvement plan. Action is taking place.

Robert Lawn noted Council has approved up to \$10,000 for Rideau St. Lawrence Public Utilities to review candlepower of the downtown, to hire an Engineering Company to do basic mapping of the downtown and to choose an organization to assist with facade development. Improvement will be made for the Forwarder's Museum to be Prescott's main Welcome Centre.

Lisa forwarded quotes to print the merchant brochures to Ray Young. Ray reported he has attained quotes for the brochures and asked this be discussed further under New Business.

Lisa noted Mayor Lawn had requested the Chamber sponsor a budget presentation at the Legion. It would be open to all and a small fee of approximately \$5.00 per person could be charged to cover the lunch. Robert Lawn suggested the Chamber host a breakfast meeting to present the budget for the year for the public, Chamber members and non-members perhaps in late April.

Lisa is also very pleased to announce work on the new Prescott welcome signs is underway at the Medical Centre, SGDHS and the Golf Club entrances.

Anne Sawyer read the press release dated February 27, 2006 for the new Gateway Entrance Signs for Prescott which were funded through the Eastern Ontario Development Fund. The signs were designed to convey the respect and importance of Prescott's heritage while also exhibiting a contemporary, modern, forward-looking image. The stone being used is from the Mansion House Hotel which stood where the Mariner's Club Condominium is now being built and were donated by owners Robert and Teresa Pelda. Unveiling of the new signs will take place at the end of March with a press conference.

7. **TREASURER'S REPORT:** Allan Norton presented the treasurer's report for period ending February 28, 2006. The financial statement was accepted on motion by Mike Baril and seconded by Robert Pelda. (7 for 0 opposed). Carried. Copy enclosed.

Allan noted the Finance Committee met and reviewed guidelines, funding application process, application form and review form. Allan presented the proposed Operating Budget for 2006 to the Board. Chamber funding for donations and commitments for 2005-06 were discussed also and it was recommended to spend responsibly without dipping into the reserve fund with consideration of unexpected projects that the Chamber may wish to support.

Discussion was also held on whether the Chamber should support the new Joint-Coordinator position in partnership with the BIA and Tourism groups and the South Grenville's Economic Development Committee. Consensus was the Chamber should support the position as the Chamber will be holding events in need of a Coordinator, the Coordinator would increase fundraising for the Chamber which would help pay for the Chamber's share of the Joint-Coordinator's salary and the Chamber presently has the opportunity to save by sharing the salary costs (approximately \$5000.00 per year from Chamber) with other groups. This matter will be discussed further at our next meeting.

8. **SECRETARY'S REPORT:** Debbie Lawless reported she is presently seeking quotes to supply membership plaques for the Chamber as our former supplier has ceased operations.

Debbie has contacted Chamber members and local businesses who would consider quoting on

the plaques. Ideas for contacts pertaining to quoting on the plaques would be appreciated and you may contact Debbie at 925-2171 or email at prescottchamber@ripnet.com.

9. **CORRESPONDENCE:** A list of correspondence received for March 2006 was distributed to all present.

ITEM #1: SICPA North America Inc. Canada/USA and CCI Color Converting Inc. Have merged operations and is now called SIEGWERK CANADA INC., (950 Industrial Road, Prescott, Ontario).

10. **COMMITTEE REPORTS:**

1. **FINANCE:** No report presented.

2. **PROGRAM AND PLANNING:** Mary Lou Murray noted ads have been placed to seek nominations for the Chamber's Annual Awards.

Also it was discussed and motioned by Sharon Spychi and seconded by Mary Lou Murray to increase the cost of tickets from \$27.50 to \$30.00 per person for the 2006 banquet. (9 for 0 opposed). Carried.

The Annual Awards and Dinner Banquet will be held on **MONDAY, APRIL 24, 2006** at the **PRESCOTT GOLF CLUB**. Guest speaker will be MS. JO ANN CAMPBELL, Vice-President of Eastman Kodak Company's Health Group. Social hour and silent auction will begin at 6:00 p.m. and dinner will be served at 7:00 p.m. Tickets are \$30.00 per person and are available at the Toronto Dominion Bank, the Royal Bank and the Bank of Montreal and Young's of Prescott on King Street and the House of Flowers at 111 Churchill Road in Prescott or by calling Debbie Lawless at 925-2171.

Donations for the silent auction would be greatly appreciated. Please contact Sharon Spychi at 925-5700 or Mary Lou Murray at 925-5265 for information and pickup.

Heather Lawless noted the recipients of the Michael Boyles and the Connie Dickey Youth Awards for 2004 did not receive keeper plaques in 2005. It was confirmed the Caldwell's, who sponsor the Connie Dickey Youth Award give the recipient a pen set and cheque and keeper plaques will be given to Riverside, winner of the 2004 Michael Boyles Award and also the 2005 winner of this award.

Mary Lou noted the committee is presently soliciting prizes for the silent auction and donations would be greatly appreciated.

3. **MEMBERSHIP:**

Mike Baril reported one new member.

Leeds and Grenville Small Business Enterprise Centre,
Brockville, Ontario
(Wendy Onstein - Small Business Service)

This new member was accepted as presented on motion by Mike Baril and seconded by Robert Lawn. (10 for 0 opposed). Carried.

11. LIAISON REPORTS:

1. **TOWN OF PRESCOTT:** Robert Pelda reported 10 of the new sub-division lots on Massie Drive are now for sale at \$40,000 each. Tenders have gone out for the storm sewer to open up the remaining 70 lots.

The official plan has been returned from the province with recommendations for minor changes.

The draft is presently being worked on for the Community Improvement plan to offer grants and tax incentives.

Tenders are going out soon to update zoning by-laws.

Council is presently doing budget deliberations and working on sewer and water rates.

2. **TOURISM:** Melissa Ablett reported the media launch for the new Tourism brochures has taken place.

Tourism participated in the 1st Impressions Exchange program.

Also the ad to fill the Joint-Coordinator position has been inserted in local newspapers.

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

Heather Lawless noted GCFDC will be hosting an event on March 27, 2006 at the North Grenville Municipal Centre to celebrate the numerous projects made possible by the Eastern Ontario Development Fund (EODF) and the Grenville Community Future Development Corporation (GCFDC) in Prescott. EODF has provided over \$18 million for local projects in Grenville County. The EODF was created by the Federal Government in 2004.

4. **BIA:** Ray Young reported the new board for the BIA for 2006 has been elected and Chuck Street is President. The group is presently working on their budget.

A survey was sent out to local merchants to gain feedback on their concerns and views on issues such as parking, lighting, loitering, etc. and to seek solutions to any problems or concerns they may have.

12. NEW BUSINESS: Ralph reported the Chamber must re-invest 10% of the Chamber's Insurance Plan fees back into promoting the plan. An adhoc committee was formed, with Mike Baril volunteering to be Chair, to prepare a kit for new members containing information, etc. on the plan, a welcome letter from the President of the Chamber, services and benefits of the Chamber, etc. Other suggestions were to hold a breakfast meeting to promote the insurance plan and advertise the plan in local newspapers. etc.

Ralph also noted the Chamber's directory needs to be updated.

13. **OTHER BUSINESS:** It was discussed and motioned by Ray Young and seconded by Brenda Kenney to spend up to \$2200.00 to print 5,000 copies and update the Merchant brochure. (5 for 2 opposed). Carried.

Also it was discussed and motioned by Tina Murray and seconded by Sharon Spychi not to support the request for \$500.00 from the Prescott Figure Skating Club as this is not in the Chamber's mandate. (8 for 2 opposed). Carried.

Discussion was held and it was motioned by Tina Murray and seconded by Mike Baril to support the Shakespeare Festival and donate \$2000.00 now with the amendment to review in the fall for further discussion on donating more of the requested \$4,000.00. (8 for 0 opposed). Carried.

It was suggested the Chamber could offer support in other ways such as sponsoring a youth in the new youth theatre program, organizing a festival or street dance during the festival or working with the BIA to coordinate an event.

It was also discussed and decided the Chamber host a breakfast meeting to present the town's budget in April which would be open to the public. Volunteering to plan and organize the meeting were Robert Lawn, Ray Young and Ralph Legere.

On behalf of the Finance Committee Allan thanked Brent Laton for all his great work and time he spent for the Committee in the past five years as Chair.

Ralph noted the 6th Annual Brockville Celtic Festival will take place June 9-11, 2006. For more information call 341-8884 or 1-888-251-7676 (Brockville Tourism Office) or info@brockvillecelticfestival.com.

14. **NEXT MEETING:** The next Board of Directors meeting will be held on **WEDNESDAY, APRIL 19, 2006** at the **BRIDGEVIEW RESTAURANT** commencing at noon.

Also please note the Annual Dinner and Awards Banquet will take place on Monday, April 24, 2006 at the Prescott Golf Club.

15. **ADJOURNMENT:** The meeting adjourned at 1:35 p.m. on motion by Anne Sawyer and seconded by Brent Laton. (6 for 0 opposed). Carried.

**Prescott & District Chamber of Commerce
Financial Report as of February 28th, 2006**

Bank Balance December 31st, 2005		
Current Account	\$3,457.10	
Items Outstanding	(1,101.38)	
Mutual Fund Investment	16591.14	\$18,946.86
Plus Income:		
Membership	\$180.00	
Annual Dinner	0.00	
Insurance	671.02	
Special Events	0.00	
Directory	0.00	
Golf Tournament	100.00	
Interest	67.96	
Misc.	0.00	
50/50 Draws	0.00	1,018.98
		\$19,965.84
Less Disbursements:		
Membership	\$1,563.27	
Annual Dinner	0.00	
Special Events	0.00	
Golf Tournament	0.00	
Stationary	48.85	
Salary & Wages	400.00	
Advertising	0.00	
Postage	26.75	
Insurance	0.00	
Bursaries/Donations	0.00	
Misc.	53.50	2,092.37
		\$17,873.47
Bank Balances February 28th, 2006		
Current Account	\$1,214.37	
Mutual Fund	16,659.10	
(Cheques Outstanding)	0.00	\$17,873.47

