



Prescott and District Chamber of Commerce Board of Directors Meeting,

September 21<sup>st</sup>, 2011

President Jen Wyman called the meeting to order at 12 noon at The Wok House restaurant.

**Present:** Directors Vice-President Dan Roddick, Pat Sayeau, Bill Pakeman, Gerry Hasiuk, Robert Lawn, Dan Cook, Brent Laton, Roger Rhodes, Bonnie Gommert,

**Members:** Larry Dishaw, Ted Livingston, Randy Helmer

**Guests:** Chuck Street, Pat Hasiuk, Ron Noseworthy, Brett Todd

A quorum was established.

Jen Wyman introduced and welcomed Ron Noseworthy owner of Maplevue homes. Also welcomed was Pat Hasiuk wife of Gerry Hasiuk.

#### **APPROVAL OF AGENDA:**

Moved by Bill Pakeman and seconded by Roger Rhodes that the agenda be approved. Carried.

#### **REVIEW OF BUSINESS ARISING FROM LAST MONTH'S MEETING:**

Moved by Bonnie Gommert seconded by Robert Lawn, that Brent Laton be appointed Treasurer of the Chamber. Carried.

#### **APPROVAL OF MINUTES:**

Moved by Pat Sayeau, seconded by Gerry Hasiuk, that the minutes of the August 17<sup>th</sup>, 2011 general meeting be approved. Carried.

Moved by Pat Sayeau, seconded by Brent Laton, that the minutes of the August 31<sup>st</sup>, 2011 special meeting be approved. Carried.

#### **PRESIDENT'S REPORT:** Jen Wyman.

- Jen introduced Tracy Day – the new Chamber secretary.
- The Chamber's new phone number is: 613-213-1043. This will be the number of the BlackBerry that Tracy Day has been issued. It was noted that presently there is no voicemail – but is to be added as the phone will be answered during the secretary's scheduled hours. Currently the secretary is set up in the museum. There may be other options for office space in vacant store fronts.
- Jen reported on the success of the Chamber golf tournament. There were over 100 golfers with a profit of \$5500 being made. The tournament winners won back their entry fee. The winners of the 50/50 draw donated their winnings back to the Chamber. Thanks to Brad O'Neil, Dan Roddick and Tina Murray for help.

- Special note was made that Cardinal Power had 3 full teams entered (\$1200) and it was brought to light that they didn't realize that Edwardsburgh/Cardinal was part of the Prescott and District Chamber of Commerce. It was discussed a bigger presence is needed in the Edwardsburgh/Cardinal area (ie. organize Business fair / lunch-in) and more effort needed to attract more Edwardsburgh/Cardinal businesses.
- Jen spoke about raffle tickets vs. volunteers calling businesses for donations for the Silent Auction. The Directors felt that the Raffle was very successful last year and that it should proceed again for 2012. A suggestion was made to send out an advance email before the tickets are mailed to give businesses some additional information.

**VICE PRESIDENT'S REPORT:** Dan Roddick

Dan thanked everyone that helped out with the golf tournament. He is looking for and welcoming suggestions on the direction of the Chamber for 2012. Dan suggested there be consideration that the Annual Awards banquet be held at the beginning of the year (January) a change from the current month of March.

Bylaws are up for revisions and review. Pat Sayeau's committee to review. Suggestions to be sent to Pat or Dan. It was noted that the printed By-laws have "draft" on them but they are the official by-laws. A copy of the bylaws will be sent to the directors.

**TREASURER'S REPORT:** Brent Laton

Museum is now set up with an office. The new Chamber phone number (613-213-1043) is set up for the secretary's BlackBerry. This allows the line to remain mobile if the office moves – saving on disconnect and reconnect fees with a landline. The internet is set up through Bell using a turbo stick. An all-in-one printer was purchased for the office. Once the secretary position is up and running, the computer should be re-evaluated with the possibility of purchasing a laptop. This would make the office completely mobile. Brent noted that all of these expenditures came in under the approved budgeted recommendation and that ongoing operational costs will also be less than budgeted.

Brent spoke about past practice of moving Chamber bank accounts around every few years to each of the 3 local banks.

Moved by Brent Laton and seconded by Bill Pakeman that Chamber bank account and investment fund be transferred to the Bank of Montreal. Carried.

**SECRETARY REPORT:** Tracy Day

Tracy passed out copies of her schedule for September and October. These will be forwarded onto Jason Rooney to have posted on the Chamber website.

It was suggested that an automated response be activated for emails received outside of scheduled secretary hours as well as voicemail for the Chamber phone.

Current secretary duties include:

- Updating membership lists
- Scanning minutes from past years to PDF and having posted on website
- Checking that we have current email addresses for all members
- Compiling lists of major motions of the past 3 years

**COMMITTEE REPORTS**

**FOCUSING COMMITTEE:** No report as Pat Sayeau was away all month.

## **MEMBERSHIP COMMITTEE:**

Bill Pakeman reported 1 new member – Scott Watson. Scott is from Landsdowne and runs a mobile canteen “Scott’s Mobile Convenience”.

Moved by Bill Pakeman and seconded by Pat Sayeau that Scott Watson be accepted as a Chamber member. Carried

## **FINANCE COMMITTEE:** Bill Pakeman

Requests for funding were received from the North Augusta Labour Day committee (for the 2011 festival) - \$400.

1. Moved by Bill Pakeman, seconded by Brent Laton that the North Augusta Labour Day committee be given \$400. Carried.

## **PROGRAMMING AND PLANNING COMMITTEE:**

Jen Wyman reported that volunteers are needed for the Programming and planning committee.

A wine tasting was suggested for the Business after 5. Jen talked about using radio announcements and email invites to help draw more interest in Chamber events.

## **LIASON REPORTS:**

**BIA:** Chuck Street

Chuck reported that Treasurefest was being held on Saturday September 24<sup>th</sup>. Flyers were passed out and he talked about some of the events planned. Chuck noted that there are 5 interested parties in the Community Improvement Plan (CIP) -- 3 tenants and 2 property owners. There has been recent interest in the hotel property by a Real Estate Company. The Farmer’s Market is looking at reconstituting their association.

## **TOURISM – Shaun Kelly**

**No report**

## **TOWN OF PRESCOTT – Robert Lawn**

Robert reported on:

- The support for the development of an accessible washroom for Walker House.
- CIP program: noting that architectural design and heritage signs are factors/ incentives for grants in this program.
- Looking at lowering the number of public housing in Prescott to reflect the current population. Adding new properties to replace aging housing and selling off other properties.
- Habitat for Humanity will be building 2 semi-detached houses. One immediately and one over the next 3 to 4 years on the south east corner of the South Grenville High School property.
- Seeking government support for the water treatment plant
- Area north of 401 being zoned. New development to be announced.
- Renovations taking place on 1<sup>st</sup> floor of town hall – completion by the end of the year.

- The New Horizons for Seniors Program (NHSP) is a federal Grants and Contributions program. Walker House would like to utilize grants for walking trails for older adults.
- Robert attended a 3 day conference in Kingston. A copy of the report is available at the office for those interested.

## **TOWNSHIP OF AUGUSTA – Doug Malanka**

NO REPORT

## **TOWNSHIP OF EDWARDSBURGH/CARDINAL**

Pat Sayeau reported on:

- Walker House and mentioned that residents of Edwardsburgh/Cardinal can appeal for reimbursement of the \$25/year fee.
- Phase 1 of the Port of Prescott has been awarded to Pomerleau Inc. of Montreal at a cost of 14 million dollars.
- Talked about a pre-feasibility Greenhouse study at Ethanol plant (utilizing CO2 and heat for greenhouse). Cost of study is \$500. It was questioned if the Chamber might be interested in contributing and be associated with the study.
- Ontario East Wood Center and a pre-feasibility study in conjunction with Queens University

Larry Dishaw reported on:

- Greenhouse project at the Ethanol Plant
- Since Cardinal has lost their grocery store, the co-op is to develop a path for the Village of Cardinal : 7 steps in forming a Co-op.

### **OTHER BUSINESS:**

Dan Cook spoke about the 13<sup>th</sup> Annual Bern Kirkby Swing and Sweep on October 15, 2011. \$20/person – and this includes: 6 end game of curling /one 9 hole game of golf /dinner at the Prescott Curling Club.

Sign up at Prescott Golf Club or call Neil Dufour at 613-925-4659

Dan Roddick spoke about the Beth Donovan Hospice 12<sup>th</sup> Annual Harvest Moon Fall Extravaganza on October 15, 2011 at the North Grenville Municipal Centre. \$40/ticket and this includes dinner, silent, live and cake auctions, and live musical entertainment. For more information contact Dan R.

Moved by Bill Pakeman, seconded by Dan Cook that the meeting be adjourned. Carried.

**Next month's meeting is Wednesday October 19th, noon at Bridgeview Restaurant.**