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# Board Meeting Minutes ~ November 21, 2019 ~ 8:15 am ~ Honesdale Community Room

1. Meeting called to order at 8:15am
2. **Roll call:** Present: Lorraine Kloss, Vince Benedetto, Christie Augustine, Jim Shook, Brian Chapman, Brian Fulp, Mike Kuzmiak, Tim Meagher, Ann O’Reilly, Abby Pittenger, Joe Regenski, Denise Seman

Excused: Greg Frigoletto, Gary Beilman, Aimee Holevinski, Bob Kiesendahl, Luke Woodmansee
Absent:

Staff Present: Holly Przasnyski

1. **Approval of minutes:** Abby made a motion to accept the October 17, 2019 minutes; seconded by Tim and carried unanimously.
2. **Financial Reports:** Jim Shook reviewed the financials’ in depth and commented and offered explanation on certain line items. He will be scheduling a finance committee meeting within a few weeks to continue work on the annual budget. One meeting has already taken place. A question posed was in regard to the $3,000 line item reserved for the Ice Tee Golf Tourney. The hockey people will not be utilizing Lake Wallenpaupack. We will proceed with Ice Tee and keep the line item intact and hopefully have the event. Jim also noted that there is a Leadership disbursement line item to reimburse the chamber for administrative efforts. Jim Shook made the motion to keep that $1,000 line item intact; this motion was seconded by Christie and carried unanimously. Abby made a motion to accept the financials; seconded by Christie and carried unanimously.
3. The following Committee Reports were given.
4. **Executive Committee**: The executive committee plans to meet following this board meeting to discuss transition, personnel, etc.
5. **Governance**: Lorraine has communicated with Gary and he is very aware of board member term activity and will also be ready for by-laws changes and accompanying motions. The membership must be notified of any changes at least thirty days prior. Lorraine also reviewed the proposed changes that were previously tabled.
6. **Legislative Affairs & Education Committee/Leadership:** Holly noted the last Junior Leadership session was cancelled due to a two-hour school delay.
7. **Resource Development & Fundraising:**  The Legislative Luncheon received great feedback and was very well attended. January 16th is the annual membership luncheon at 11:15 am at Silver Birches. Wally Ice Fest is still in the planning stages. Discussion to potentially move our portion of the event to solid ground ensued, and although we have never tried this in the past, it might be possible. Jim will reach out to Lori Hopkins to inquire about the campground as a potential location. Arts & Crafts - There is a huge struggle finding food trucks that actually show up at our craft fairs. Joe will help us with a food truck contact list to hopefully solve this dilemma going forward.
8. **Presidents Report**: Holly noted her report was attached, and that she has been busy contacting members. She reported on the request from GHP and the train in regard to decorating. All new lights would need to be purchased as the Chamber hasn’t lit up that building in years. Jim noted this isn’t a line item in our budget. Running the train out of the building has also resulted in increased costs for the chamber. Consensus – the group discussed it, and the train should/could take on that venture if they so choose as the chamber would be liable for the electricity. Lake Map – The maps are almost all gone. It would cost over $6,000 for another run. The two-year cycle only lasted 7 months. The group asked Holly to find out a cost for a smaller run. Jim made a motion to spend up to $3,500 on an additional quantity. This motion was seconded by Christie and carried unanimously. Holly has been contacted by two members that are interested in becoming board ambassadors. (Derek Bellinger & Barbara Wakely) Vince suggested that we draft an MOU that would outline exactly how they should be representing themselves on behalf of the Chamber and its policies. The final question is “what would their specific role be”. She continued by giving an update on the parking spaces the Honesdale office rents and how complaints are coming in because unauthorized vehicles are taking these spaces. They receive warnings but some are repeat offenders. Tim suggested to track down the vehicle owner via tag tracking/make, model, etc. Holly attended a PMVB meeting regarding marketing and event funding. She noted they are now providing more attention to mid-week events as opposed to high season activities. They would like us to team up with DHP/GHP for co-op financial assistance.
9. **Old Business:**
10. Wayne Tomorrow and Workforce Alliance - Holly noted they are still proceeding with the feasibility study through the task force.
11. Navigate – working on this project very soon.
12. New Members – Jim made a motion to accept the new members; motion seconded by Abby and carried.
13. **New Business:** Vince would like to roll membership duties into the Executive Committees responsibilities. This would be a by-law change. Revisions will be sent in a stand alone “newsletter”, front and center. It will also go on our website for further coverage. Lorraine asked for a motion to approve making the specific changes. Tim made the motion, seconded by Christie and carried unanimously. To recap:
	1. Allow remote attendance or conference calling into a board meeting
	2. Allow the Executive committee to oversee Personnel and disband that committee
	3. Disband the Membership Committee
14. The next meeting is Thursday, December 20, 2019 at 8:15 am at the Honesdale office.
15. Adjournment