

**Sweet Home Chamber of Commerce**  
**Board Meeting Minutes**  
**July 15, 2021**  
**5:30 - 7:00 pm**

**Attendees:**

George Medellin - President - excused absence  
Christy Duncan – Vice President  
Mark Opperman – Treasurer  
Melody Jordan – Executive Director  
Karla Hogan  
Shelly Larson - excused absence  
Paula Newman  
Marlene Peterson  
Cassie Richey  
Trisha VanEck - excused absence  
Shirley Selleck - Administrative Assistant  
Dylan Richards - City Liaison  
Angelita Sanchez - City Liaison - excused absence

**Call to Order**

Christy called the meeting to order at 5:32 pm and read the Chamber’s mission statement, “Enhancing our community by strengthening local business through service, connection, promotion, and advocacy.”

**Review of Previous Minutes**

**VOTE:** Motion to approve the June minutes as presented was made by Marlene. Cassie seconded the motion. The motion was carried without objections or abstentions.

**Financial Report**

Mark updated the Board on account balances.

Umpqua Bank:

Checking \$18,667.32  
Savings \$18,807.44 including \$17,300 EIDL funds

Key Bank:

\$11,424.64  
- 550.00 Checks written 7/15  
\$10,874.64 Net balance

Financials have not been provided by Tina Koopman at this time. Melody will email financials to Board members as soon as financials are available.

### **Nonprofit Status Update**

The Chamber has not yet received a response from the IRS, but a response is expected around the end of July.

### **Executive Director Update**

Melody reported on the following:

- Cut the Gut - 250 passports sponsored by Les Schwab were pre-ordered and sold out. Makeshift passports almost sold out. An estimate of 325 passports were sold this year which is more than last year. Two t-shirt sizes sold out. Small, medium and large t-shirts are available to purchase.
- Coffee with Colleagues held on July 13th at Apple Tree Home Smart Realty Group had 25-30 people in attendance. These events are going very well. Queen Haley and Princess Paige attended and helped with the raffle drawing.
- The Distinguished Service Awards Banquet is to be held July 24th, 6 pm at Sankey Park. Tables will be set up the day of at 11 am and table decorating begins at 1 pm. If anyone is available to help take tables to the park they should contact Melody.
- The next Business After Hours will be held August 26th, 5:30 pm at Buck's Sanitary Service. There will not be a Business After Hours in July due to the Awards Banquet.
- A yard card maintenance work party will be held August 7th, 9 am at City Hall.
- Timber Unity contacted the Chamber to be a partner for hosting a Timber Unity Fire Relief Barrel for people affected by fires in Oregon, and a collection barrel is at the Chamber office.

### **Princess Court Committee Report - Cassie**

The Sportsman's Holiday Princess Court Committee dismissed two girls from the court, bringing the number to five. The court performed a song for Chips 'N Splinters and participated in the parade. Good feedback was received for their participation. Cassie hopes to have a Committee meeting this month to debrief, make notes of ideas, and set dates for next year's event. The Committee may need to change up the Board next year. Shirley Austin helped in many areas with coronation including lining up the sound person and entertainment.

### **Other Business**

Dylan reported the City will not be funding any portion of the LED double sided reader board. Dylan shared that there are donors that will provide funding if the Chamber needs it. He found four businesses that may be interested in becoming Chamber members and will connect them with Melody.

Angelita is an alternate City Liaison, and Dylan is the main City Liaison. Dylan will communicate with Angelita when he is unable to attend the Chamber Board meetings so that she may attend in his absence.

Marlene reported there will be an insurance review in two weeks with Jamie Eriksen of Country Financial Insurance Agency. Marlene provided some information to G and Jenny per their request. Rhodes-Warden Insurance Agency only insures members and officers, so they are not a feasible option for the Chamber's insurance coverage.

Due to awards picnic time restraints, everyone present agreed to act as an ad hoc awards selections committee, and chose the winners for the Distinguished Service Awards Banquet. If anyone present was nominated, they were asked to leave the room. Next year Melody plans to have a more robust committee.

Christy adjourned the meeting at 7:12 pm.

Respectfully submitted,

Mark Opperman  
Secretary/Treasurer

Shirley Selleck  
Recorder