

**Sweet Home Chamber of Commerce
Board Meeting Notes (No quorum)
June 18, 2020
5:30 - 7:00 pm**

Attendance:

Christy Duncan – Interim President
Marlene Peterson – Interim Vice President
Treasurer – Mark Opperman
Diane Gerson – absent
Karla Hogan
George Medellin – excused absence
Paula Newman – absent
Christina Poteet – excused absence
Cassie Richie – absent
Diana Kelly – Office Manager – excused absence

Call to Order

Christy called the meeting to order at 5:38 pm. Diana was unable to attend due to a family emergency. With only four directors in attendance and without a quorum, Mark took notes of the meeting.

Review of Previous Minutes

Without a quorum, the vote on the May 21, 2020 was postponed until the July board meeting.

Financial Report

Marlene and Mark presented the April and May financials from Tina Koopman, the Chamber's accountant. There was a long discussion about how to cut expenses and increase income during COVID. Marlene noted that with current income and expenses, the Chamber will only survive 2-3 months. Marlene committed to researching COVID Paycheck Protection Program funding, as well as Small Business Administration loans.

Mark updated the Board on account balances from Umpqua Bank:

Checking \$5510.10
Savings \$6505.49

Potential board member

Shelly Larson's application was in the board packets, but without a quorum, a vote was postponed until the July meeting. Karla said she would follow-up with Michelle Knight and Trisha Van Eck to see if they planned on submitting their applications.

Sportsman's Holiday

Karla gave an update on the Sportsman's Holiday events, which are still limited to the Queen's Coronation live streaming on social media Friday, July 10 and the "Cut the

Gut" Cruise / Poker Chip Run scheduled for Thursday evening on July 9th, 2020. Diana and Melody Jordon, the Chamber Marketing Manager are also working on a possible city-wide garage sale, which the Chamber would publicize.

Awards Banquet

The Board continued the discussion of postponing the annual Awards Banquet to March 13, 2021. It was decided to have Diana begin emailing those who have paid for 2020 sponsorships, auction items and event tickets to ask permission to carry their paid funds and donations over to the rescheduled March 13, 2021 Awards Banquet. Those who don't wish to do so will receive a refund from the Chamber Office.

City Report

Christy announced the Chamber received the \$5,000 installment from the City of Sweet Home. Once George returns to the Board in July, she will schedule an appointment for the two of them to meet with Sweet Home City Manager Ray Towry about a new contract with the City of Sweet Home, since the current agreement ends June 30, 2020.

Potential Chamber move

Christy shared that with cancelled events, COVID -19 and the unknown future, she would like to recommend postponing any plans to relocate the Chamber office at the new Sweet Home City Hall building at this time. Karla said she would like to take a Chamber membership vote of opinion before further plans were made as well.

New copier

Even though the current copier does not make clean, professional copies, the Board decided with our current financial situation, all expenses should be postponed at this time.

Adjournment:

Christy adjourned the meeting at 7:00 pm

Respectfully Submitted,
Mark Opperman
Board Secretary