

Lower Level Oregon Community Bank & Trust Building
 733 North Main Street, Oregon WI, 53575
 Tel: (608) 835-3697 Fax: (608) 835-2475

Promoting Oregon's Businesses & Community

OREGON AREA CHAMBER OF COMMERCE
BOARD MEETING MINUTES
Wednesday, December 9, 2009; 8:00AM-10:00AM
 Oregon Fire/EMS Department, 2nd Floor Conference Room,
 131 Spring Street, Oregon WI

Board Members Present: Brett Davis (excused beginning 9:30AM), Steve Peotter, David Mastos (excused beginning 9:15AM), Barb Mulcahy, Aaron Ingham, Jerod Bennett, Jeff Groenier

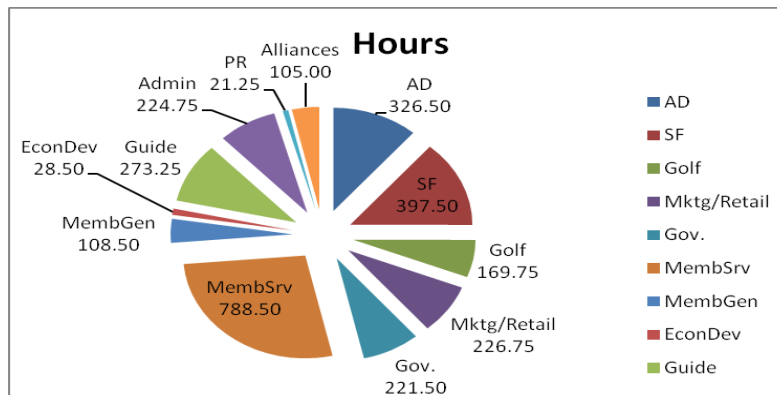
Board Members Absent: Jason Johns, Erika Weidler (excused)

Staff Present: Marechiel Santos-Lang

Brett Davis called the meeting to order at 8:02AM.

Meeting Minutes Approval. Jeff Groenier made the motion to approve the minutes following changes raised by Steve Peotter. Aaron Ingham seconded. The minutes were approved unanimously.

Executive Director's Report. Marechiel Santos-Lang gave Financial & Operations Reports. The current line of credit status for the chamber is \$22,583. There was a discussion about the collectibles and members whose account is overdue. Marechiel was asked to look into the By-Laws whether members not in good standing include payables that are non-member dues related. Marechiel reported the January to November billing records and the November staff accomplishment report. See ED Report and Financial Reports Summary for detailed information. There was a query about the total hours of the ED matching the budgeted hours for 2010 planning.



Dave Mastos informed the board that he has closed down Anchor Bank account and that the money will be transferred to General Checking.

Board Resolution authorizing 2009 Chamber Officers to sign the Commercial Loan Modification Agreement with Oregon Community Bank & Trust (Line of Credit). Jeff Groenier made the motion to approve the borrowing agreement document. Dave Mastos seconded. The ED is directed to ask OCBT to change the maturity date of the loan to January 30 of every year there-after to match new officer's election. The motion passed unanimously.

Billboard on Highway 138: Motion to approve Adams Updated Lease Agreement

There was a discussion about the lease terms right of first refusal. Steve Peotter had concerns about the term #10 Right of First Refusal to Purchase. Marechiel also brought up the Planning Commission Meeting Minutes and a possible misrepresentation of "adult products such as liquor" as noted in the minutes. She does not recall that Adams admitted that "Liquor" were one of the messages that was not allowed. Adams actually asked with the contract addendum that liquor be included to keep the profitability of the sign location. This issue will be brought up to the next Planning Commission Meeting scheduled for January 7, 2010. Brett Davis is confident that Jason Saari will be able to communicate this to the commission well. There was a comment about how great it is to have reached this far on the billboard. Barb Mulcahy made a motion to approve the updated Lease Agreement. Dave Mastos seconded. The motion passed unanimously.

Annual Dinner: Date, Theme, Venue, Nominations. The board agreed that the 2010 Annual Awards Dinner will be held on **Friday, February 5, 2010** to be held in the Clubhouse of The Legend at Bergamont. The theme color suggested was Red & Black with February being a Valentine's month. Initial ideas include a casino gaming, stand-up comedy, ballroom dancing and a drop-off site for young kids.

The following were nominated for the Awards:

Long-time Service:

- Martin Verhelst nominated by Brett Davis.
- Oregon Police District nominated by Aaron Ingham.

Business Person of the Year:

- Chris Maitzen, A True Likeness Photography nominated by Barb Mulcahy
- Jerry Luebke, Oregon Community Bank & Trust nominated by Marechiel Santos-Lang
- Mike White, Oregon Pizza Pit nominated by Jeff Groenier
- Ray Antoniewicz, A-Z Farms nominated Steve Peotter.

President's Award. Brett will decide who this recipient is.

Community Improvement:

- Remodelling: Civic/Municipal: Oregon School District: Oregon Community Pool nominated by Marechiel Santos-Lang
- Remodelling: Civic/Municipal: Hitching Park, Phase 2 of Downtown Construction, Village of Oregon nominated by Jeff Groenier.

Community Improvement:

- New Building: The Horse First Farm nominated by Marechiel Santos-Lang

- Remodelling: Holy Mother Consolation Church: Consolation Hall nominated by Steve Peotter (?).

Marechiel will send these names to the board for any further nominations this week. A polling link will be sent to the board to choose the winners the week of Dec. 20.

Schedule 2010. The 2010 Meetings schedule was reviewed. It was agreed that the board meeting dates & schedule be decided by the 2010 Board of Directors, except the first board meeting scheduled for January 13, 2010, Wednesday. The Board agrees with the other event dates scheduled.

2010 Budget. The 2010 Budget was reviewed. Barb Mulcahy made a motion to approve the budget with a net income not less than currently shown. Steve Peotter seconded. Marechiel has been asked to check on the \$1K difference that should have appeared as net income with the additional \$1K Summer Fest income projected. The budget passed unanimously.

Board of Directors Job Description, Commitment Form & Nomination. The BOD Job Description and Commitment Agreement were reviewed. The board agreed to version #2 of the commitment form. These forms will be used from here on out, for incoming/interested members for a board of director seat.

The following are the list of members for consideration for the 2010-2012 Board of Directors. Marechiel will ask these individuals for their interest and share with them the BOD job description.

1. M&I Bank, Cheryl Baltzell has expressed interest.
2. Jeff Collins, Financial Services Center, U&BT has expressed interest.
3. Barb Mulcahy, State Bank of Cross Plains, has expressed interest.
4. Andy Weiland, OSD has expressed interest.
5. Ryan Ramquist, PLH & Associates was suggested.
6. Susan Santner, Oregon Public Library was suggested.
7. Dr. Tammy Mandarino, Oregon Family Dentistry was suggested.
8. Judy Knutson, Oregon Community Bank, was suggested.
9. Pam Raschein, Oregon Floral was suggested
10. Julie Pankow-Helland, Creative Marketing Specialists, was suggested.

The election will be done electronically and will be mailed out to members on the week of **December 20, 2009 with a deadline to vote set for January 8, 2010.**

Committees for 2010. The committee list & description for 2010 was presented and as follows:

<p>□ Member Relations (formerly Ambassadors committee): Groom & welcome new Chamber members through ribbon cutting ceremonies & member plaques awarding. Connect with & help retain existing members. Recruit new members. Help organize and/or participate in member mixers.</p>	<p>□ Event: Summer Fest—June, 2010. Summer Fest is a family-friendly community festival tradition featuring carnival rides and games, food vendors, beer tent, music entertainment, and much more. This is the Chamber's primary annual fund raiser and requires hundreds of volunteers.</p>	<p>□ Economic Development/Tourism: Help to ensure that Oregon is a viable place to do business. Develop strategies to encourage residents and visitors to spend time & dollars in Oregon.</p>
<p>Sub Committee: □ Event: Annual Membership Dinner—February, 2010. Celebrate the new business year, get to know fellow members. Recognize colleagues who have achieved success with business awards. Help in fundraising & event attendance efforts.</p>	<p>□ Marketing, Promotion, & Retail: Develop strategies to encourage people to shop and dine in Oregon, and help communicate that Oregon is a great place to both live and do business.</p>	<p>Sub Committee: □ Event: Golf Outing—September, 2010. Members and their guests relax and network, out on the links and over dinner, while helping raise funds to support the Chamber and promote a local golfing destination in Oregon.</p>
<p>□ Volunteering: (NEW!): New & existing volunteers need to know what is expected of them, to whom they are accountable, and who is responsible for supporting them. Work on supporting volunteers on both personal & practical levels. Recommend strategies for recognition, pooling, retention & recruitment.</p>	<p>Sub Committee: □ Event: Business Expo—November, 2010. Members and non-members feature their products and services for fellow business owners, customers and the public, promoting local commerce.</p>	<p>□ Finance: Review budget forecasts and help develop 1 to 3 year budgets. Make annual budget recommendations to the chamber board.</p>
<p>□ Government Relations: Advocate for members' & chamber's business interests. Help ensure positive and productive relationships with the Village of Oregon, neighboring townships & other government entities.</p>	<p>Sub Committee: □ Event: Oregon Holidays—December, 2010. Heightened holiday spirit featuring a tree lighting ceremony, Santa visits & picture with Santa, carriage rides, horse parade, extended dining & retail hours & lots of store specials.</p>	<p>□ Personnel: Review personnel policies and make recommendations for employee retention & development. Review & facilitate employee performance evaluations</p>

Upcoming Schedule & Reminders:

- December 15, 2009 – New Members & New to the Chamber Orientation Meeting, Oregon Fire
- **January 13, 2010; 7:30AM-10:00AM Board Meeting; Oregon Fire/EMS, 2nd Floor with Election of new officers and possibly invited speaker on State of Chambers Report.**
- Chamber Office Closed – December 23-January 1
- Chamber Bucks Sales when chamber is closed will be through the Oregon Community Bank, Main Branch

Meeting Adjournment. The meeting was adjourned at 10:12AM. Barb Mulcahy moved to adjourn the meeting. Jerod Bennett seconded.