

South Queens Chamber of Commerce

Minutes
Board of Directors Meeting

Date Held: November 18, 2009

Location: Liverpool Pizzeria

In Attendance: Mark Sapp Susan MacLeod
David Noel Cheryl Beaton
Pam Miles Kerry Morash

- 1) Call to Order - Meeting called to order at 12:15
- 2) Changes to Agenda - none
- 3) Minutes of the Oct 7th board meeting - approved.
- 4) Correspondence
 - Mark read a letter from Sheldon Brannen for the Christmas Committee. They requested that the Chamber cover all of this year's Christmas expenses beyond the \$250 budgeted amount. Susan moved this request with a cap of \$300 on additional expenses. Cheryl seconded the motion. Motion was approved.
 - David reviewed the other correspondence. An email from Marlene Huntley, APCC advised that this is the time of year to prepare a marketing plan for the Chamber of Commerce Group Insurance Plan with our local sales reps (Bruce Inglis and Sheldon Brannen). David will work on this. As well there was an email from Tim Tucker, NSCC reminding of the quarterly NS Chamber of Commerce meeting in Truro on Dec 9th. If anyone wishes to attend, please contact David for details.
 - A letter was received from Mark Sapp advising that he is stepping down as Chairperson of the Chamber, effective immediately. Directors acknowledged his contribution over the past year and a half. David asked him to continue to act as Chair for the duration of this meeting, and he agreed.
- 5) Treasurer's Report - Cheryl reviewed the Treasurer's report. Member's equity has continued to grow. Results don't take into account the MERC expenses owed to South

Shore Opportunities for Amber Trimm's employment. There was discussion about the money's that were committed to the 250th Anniversary Projects, now that this project has been deferred until next year.

It was noted that the budget provides \$500 for the Meet & Greet event this year. There was a general discussion about the Meet & Greet. Ideas included the need to do some brainstorming about this event; the possibility of incorporating the LQRDA roadshow into it; using the event for fundraising for the Hospital or for Fire Departments.

6) Old Business

- a) Admin Support Position – Cheryl has been working on the application for HRSDC funding for this. Staff from the LQRDA have agreed to review the application before submission so make sure it is correctly prepared. There is a challenge in defining the requirements for the position as the funding is only available for a project related job, not for ongoing administrative duties.
- b) Business arising from the Oct 21 general meeting – there was none.
- c) Meeting and event scheduling – it was suggested that this be tabled until the next director's meeting.

7) New Business

- a) Nominating Committee – Susan agreed to chair a nominating committee to find a new chair and possibly additional directors.
- b) Membership Update – David reported that five previous members have been removed from the membership list, website, and email directory due to non-payment of dues.
- c) Website Changes – David reported that the Forum has been deleted from the website due to lack of interest and use.

8) General Meeting – January 2010 – it was suggested that the Tourism Committee be invited to speak to the general membership at the January meeting. Pam Miles will advise Tourism Committee chair Donna Hatt of the invitation.

9) Adjournment – meeting adjourned.