

**Coffey County Chamber of Commerce
Board of Directors Meeting Minutes
April 15, 2009 - 5:30 p.m.
BETO Junction Travel Plaza Meeting Room, Lebo, KS**

The meeting was called to order at 5:45 p.m. Attendees present were Kenda Rose, President; Ron Hoover, Vice President; Jenny Hageman, Secretary; Stephen Freeman, Treasurer, Ginger Kraft, Gridley, Mark Petterson, New Strawn; Chris Jones, Burlington; Judy Bentley, LeRoy, April Butterfield, Waverly and Jennifer Anderson, Executive Director.

A quorum was achieved.

Minutes & Agenda: Minutes of previous meeting

After review of the previous meeting's minutes. A correction was noted. Page 3, Paragraph 3, need to add "prevailing" to the motion.

Mark Petterson made a motion to approve the March meeting minutes. Motion was seconded. All in favor, none opposed and none abstained. Motion passed.

Minutes & Agenda: Agenda

Kenda Rose asked for any additions to or deletions from the Agenda. No additions or deletions were noted.

Chris Jones made a motion to approve the Agenda. Motion was seconded. All in favor, none opposed and none abstained. Motion passed.

Public Comments, Guest(s)

None

Treasurer's Report

Stephen Freeman, Treasurer, presented the Treasurer's Report. A request was made to add a column to the Expense Budget Outlook showing actuals to date. Judy Bentley made a motion to approve Warrant's List. Motion was seconded. All in favor, none opposed, none abstained. Motion passed.

Mileage expenses for the Executive Director were presented. Mark Petterson made a motion to approve mileage expenses as presented. Motion was seconded. All in favor, none opposed, none abstained. Motion passed.

Executive Director presented a request for the purchase of pad folios and paper products for the 2009 Senior Honors Banquet. Judy Bentley made a motion to approve purchase of pad folios and paper products as presented. Motion was seconded. All in favor, none opposed, none abstained. Motion passed.

Executive Director presented the only meal bid to cater the 2009 Senior Honors Banquet. Chris Jones made a motion to approve catering bid from BETO Junction Restaurant as presented. Motion was seconded. All in favor, none opposed, Sean Williams abstained. Motion passed.

A discussion was held to determine the appropriate amount to charge for Student Sponsorships for the 2009 Senior Honors Banquet. Ron Hoover made a motion to set the sponsorship amount at \$40.00. Motion was seconded. All in favor, none opposed, none abstained. Motion passed.

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Director's Report Summary

Jennifer Anderson provided an overview of the information presented in her Director's Report. She provided membership update in regard to renewals and the After Hours schedule.

Committee Reports: Annual Membership Meeting Committee, Mark Petterson, Chair

Mark reported the projected date is June 2009 and will have more info in May. Marlas Christian, Jenny Hageman and Jennifer Anderson are on the committee.

Committee Reports: Scholarship Committee, Ron Hoover, Chair

Ron reported Susan Parks has agreed to be on the Committee. In addition, it was discussed that a survey of the membership should be done.

Old Business - Chamber Policies

The proposed policies were reviewed and discussed and the following actions were taken.

Judy Bentley made a motion to add Agriculture Appreciation Dinner to current policies. Motion was seconded. All in favor, none opposed, none abstained. Motion passed.

Mark Petterson made a motion to implement, Section I, paragraph D. Bid for Services. Motion seconded. All in favor, none opposed, none abstained. Motion passed.

Mark Petterson made a motion to adopt organization policies Section I, paragraphs A, B, C, D & E. Motion seconded. All in favor, none opposed, none abstained. Motion passed.

Mark Petterson made a motion to approve organization policy Section I, paragraph H, entire section. Motion seconded. All in favor, none opposed, none abstained. Motion passed.

Section II, paragraph C3. It was discussed and decided any excess Gift Certificate money will be transferred to the Money Market Account.

Section II, paragraph C6. returned checks allow 20 days for payment. Change the word, "visibly" to "conspicuously" in the last sentence.

Mark Petterson made a motion to approve "11. Fiscal Policy section with corrections." Motion seconded. All in favor, none opposed, none abstained. Motion passed.

Old Business - Chamber Facilities

Jennifer Anderson reported that member Renee Trimble approached her about the Chamber renting the west side of her building, Abby's Attic for \$500, plus utilities.

A decision needs to be made whether we can afford the move. If so, we, need to get people in to give us bids on the work that needs to be done at the Medicine Shoppe.

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Sean Williams stated he would like a firmer idea of the budget for the rest of the year, before a decision is made about relocating the Chamber office. Chamber receives \$7000.00 from Coffey County Economic Development, which would nearly cover rent and utilities. Increasing the Transient Guest Tax may also be a consideration for increasing funding.

It was decided to table the facilities decision to next meeting.

New Business - Non-Renewal Membership Terminations

A list of non-renewing members was presented. Chris Jones made a motion to terminate the memberships identified, per bylaws, Article II, Section 5. Motion seconded. All in favor, none opposed, none abstained. Motion passed.

Announcements and Discussions

Farmer's Market - Jennifer received tax forms from Kansas Department of Revenue requesting Jennifer to take the forms to the vendors. She conferred with the City of Burlington and Kent Hoyt for advice. It was conveyed that they did not feel it was the Chamber's responsibility.

Jennifer asked for confirmation that the Chamber does not make donations. She was approached by the BHS After Prom committee & LeRoy Homecoming fundraiser committee for donations. The board confirmed that the Chamber does not make donations as members are already approached

Adjournment

Chris Jones made a motion to adjourn. Motion was seconded. All in favor, none opposed and none abstained. Motion passed.

Meeting adjourned at 7:30 p.m. Recording Secretary: Jenny Hageman.