

Coffey County Chamber of Commerce
Board of Directors Meeting Minutes
June 17, 2009 - 5:30 p.m.
LeRoy Co-Op, LeRoy, KS

The meeting was called to order at 5:40 p.m. Members present were Kenda Rose, President; Stephen Freeman, Treasurer; Judy Bentley, LeRoy; Mark Petterson, New Strawn; Chris Jones, Burlington. Board Members absent were. Ron Hoover, Vice President; Jenny Hageman, Secretary; Ginger Kraft, Gridley; April Butterfield, Waverly; and Jennifer Anderson, Executive Director.

A quorum was achieved.

New Consent Agenda format was used for this meeting.

Members reviewed consent agenda items. Mark Petterson made a motion to approve consent agenda. All in favor, none opposed, none abstained. Motion passed.

Discussion Items

Chamber Policies: Personnel

Sean Williams suggested changes:

IV.B.2. Change 1st sentence, 2nd paragraph; PTO days are earned at a rate of 10.5 hours per month, based on a 7.0 hour work day...

IV.B.2. 2nd paragraph, 4th sentence; Accrued PTO may not exceed 168 hours.

IV.B.7. 3rd paragraph, 1st sentence, change to read/add at the end of the 1st sentence;...steps to contact the employee by attempting to contact the absent employee three (3) times over a three (3) day period.

IV.A.14. Workplace Accident or Injury; see page 16 BETO JCT TP Handbook.

IV.A.7. Dress Code & Appearance; delete sentences 4, 5, and 6. 3rd paragraph, delete, "shorts" add "or shorts after skirts.

IV.A.17 Performance Evaluation; 3rd paragraph, 2nd sentence, change "Personnel" to "Executive."

III.D.3. Annual Membership Meeting; 1st sentence, ...held to bring together Chamber members to promote networking, recognize members, and conduct an annual business meeting.

Chamber Policies: Membership

V.C. 2. Membership Status; Add sentence; Membership dues are not refunded in part or whole.

V.D. Member Records; 2nd sentence; Changes to membership information are to be made within 5 business days...

V.E.6. Member Services; Last paragraph, 2nd sentence, ...to be included in the Chamber Bags for an insertion fee of \$10.00 per 100 bags, minimum \$10.00...

V.E.7. Member Services; Delete last paragraph, beginning with "Non-members..."

V. E.11. Member Services; Last paragraph...all members at all times with updates made within 5 business days...

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V.E.12. Member Services; 2nd paragraph, 1st sentence; ad “plus postage” after fee of \$5.00.

V.E.15. Member Services; Add to title, “Chamber-Hosted.”

Chamber Budget

There was no action taken.

Chamber Facilities Remodel Plan

Kenda Rose gave a brief overview of the proposed office furniture arrangement provided by Jennifer Anderson. Members were advised to take the plan and review it for discussion at a later date. No action was taken.

Announcements and discussions

There were no announcements.

Adjournment

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

Meeting adjourned at 7:15 p.m. In the absence of the Secretary, Recording Secretary; Kenda Rose.