

## Bridgewater Area Chamber of Commerce

### Meeting Minutes

January 05 2018

In Attendance: Bob Richards, Dan Hennessey, Shawn Patterson, Trevor Walters, Blair Lipsett, Lee Wallet, Bill McInnis and Reid Whynot

Absent: Sherry Spidle, Brooke Nodding, Harry Rhyno, Jim Brown, Emily MacKay

Meeting was called to order by President Bob Richards at 8:30 am

Bob in his opening remarks thanked our volunteer videographer, Lucas Grezard for his work at our December Board Meeting. The presentations link has been sent out to the membership and we have already received favourable comments. Bob also welcomed Reid Whynot from MODL to the Board and noted the importance of the Chamber to work closely with both MODL and the Town for the interest of the business community

**Agenda** was reviewed and the question to add, delete or change was made. Dan Hennessey asked for the Chamber Chat presentation changed from Amanda Fancy from Gow's to Craig Collins from NSCC. Change was approved and Agenda was accepted as amended. Moved by Blair Lipsett and Second by Trevor Walters.

**Correspondence** was addressed by Dan

1. Email from SSREN Manager Charles Otter requesting the Chamber take part in an upcoming meeting of the area Chambers and Board of Trade to discuss an ongoing collaboration. This will take place during January but the date has not yet been established.
2. Email received from Sandy Mair-Dodman, Director, Bridgewater Parks and Rec. They are looking for financial support for the 2018 Music along the Riverbank Series. There was a discussion regarding if this fits with the Chambers established Policy of Donations. Decision was held until Dan meets with the Town to determine what the specific ask is. Dan will report back to the Board on the outcome of the meeting

**Approval of Minutes** from the December 08 2017 Board Meeting. The Minutes had been sent and reviewed by Board prior to the meeting. Question was asked if there were any question pertaining to the Minutes as written. As no questions were asked the Minutes as distributed were Moved by Bill McInnis and Second by Blair Lipsett. Accepted.

**Business Arising** from Minutes

1. Chamber Storefront Contest. The winner was Treasured Friends and they will receive a plaque and a write up and photo in an upcoming South Shore Breaker. The contest was not a huge success due to the lack of participants even with the King Street merchants receiving a contest poster in person.
2. Harry Rhyno re polling membership to determine types of events that are offered. **(This item will remain on minutes)**
3. Blair suggested we approach non traditional businesses that operate in our area to join the Chamber. **(This item will remain on minutes)**
4. Discussion regarding Lunenburg Queens Business Excellence Awards and more involvement from the Chamber. Extend and invitation to Shawn Allen to speak at a future meeting. (Call has been placed

but as of yet no response from Shawn Allen. Discussion surrounding this event followed but no decision was made to pursue

**Financial Update** was presented to each Director prior to the meeting for review. There were no questions or comments so the report was accepted as presented

### **Committee Reports**

1. By Laws Review Committee ( work completed so no further reports required)
2. Events/Welcoming Committee
  - a. Chair Debra Porter was not in attendance so Shawn Patterson indicated that they are moving ahead with the seminar by John Swain and hope that this will take place mid February. The Terms of Reference will be finalized prior to next Board Meeting and the committee is scheduled to meet on January 10 2018 at 10am, Home Centre Board Room
3. Membership Committee (No Report)
4. Nominating Committee ( Not Active)
5. Executive Directors Report ( was distributed for review and was accepted without questions/comments

### **New Business**

1. **Presidents authorization level for Chamber purchases.** Discussion was held and the level of authorization for purchase will be established without consent from the Board. The Motion that was made by Blair Lipsett was: **“The President has the authority to authorize expenditures on the Chambers behalf up to and not to exceed \$500. Expenditures exceeding that amount will require Board Approval”**
2. Discussion regarding our existing Bank was held and Lee Wallet with BMO will put together a proposal for the Chamber to move the existing account from the TD bank. Dan will provide Lee an email with what we require for an account.
3. Discussion was also held regarding the establishing some semblance of a budget with items that we know will happen annually. These would include Bursary, Membership Fees or Administration charges for web hosting. Bob and Dan will prepare a list of items that the Chamber has contributed to in the past with a view of developing a plan.

### **Presentations**

**Due to scheduling issues neither Craig Collins or David Walker were present to deliver their messages and will be rescheduled for a later date**

**Next Board Meeting will be held on February 02 2018 8:30 am Town of Bridgewater Council Chambers**

**Meeting was adjourned at 9:30 am**

