

NEWFOUND REGION CHAMBER OF COMMERCE
BOARD OF DIRECTORS MEETING MINUTES
Monday, March 2, 2009
Granite Group Realty Office, Bristol
5:30 pm – 7:30 pm

ROUTINE ITEMS

- A. Call to Order Denice DeStefano
Present: Denice DeStefano, Carol Huber, Louise Migliore, Julie Carter, Elaine MacAdam, Sheila Oranch, and Chamber member Sondra Keene (A Newfound B&B).
- B. Approval of Minutes from January 26, 2009 Meeting Sheila Oranch
Carol Huber moved/Louise Migliore seconded approving the minutes as written. PASSED
- C. Financial Update Julie Carter
Cash Flow Projections for next 3 months
Distributed at meeting and accepted without comment.

DISCUSSION / ACTION ITEMS

- D. Status of Financial/Accounting Policies & Procedures Julie Carter
Julie has made progress at entering the old data and trained Board members further on how to read and interpret the financial reports.
- E. NH Central Magazine Advertising Sheila Oranch
The Board will promote the collaborative effort but will not commit to a shared page.
- F. Chamber Brochure Ads/Printing/Distribution Elaine MacAdam
Elaine needs everyone who wishes to be involved to send in their forms and checks ASAP before she has to start calling people.
- G. CTM Brochure Distribution Contract Sheila Oranch
Sheila will get comparison pricing from Best Read Guide and report at the next meeting.
- H. Taste of Newfound & Business Expo Assignments Denice DeStefano
There was discussion of benefits to sponsors and various levels and how PR will be done.
- I. Chamber Website Denice DeStefano
The Board meeting scheduled for May 4 will begin early at 4pm and will segue into a website planning session. All members are asked to think about what they want for image and functions.

UPDATES / OLD BUSINESS

- J. Report on BIA Small Business Day Event Sheila Oranch
Sheila reported on topics of discussion and concluded that the House of Representatives Commerce Committee chairperson, Tara Reardon, has good perspective and the House is moving forward with helpful initiatives. There are not magic bullets, but constructive actions are possible. Audience members from various industries represented small business interests well.

- K. Report on NH Central Chambers Meeting in February Sheila Oranch
The most helpful outcome of the last meeting was getting feedback about CTM vs. BRG for distribution of chamber brochures and more information about chamber management software. The next meeting will be Wednesday, April 8 at 3pm at the C-man in Plymouth.
- L. Membership Committee Report Sheila Oranch
▪ Report on Member Recruitment to date *Slow but steady.* Elaine MacAdam
▪ May 7th Luncheon – Plan Details *Rescheduled to September.* Julie Carter
- M. Other Updates or Old Business
▪ Board Manual Draft *Still in process.* Denice DeStefano

NEW / OTHER BUSINESS

- N. March//April Newsletter – Items *Needed by end of week.* Elaine MacAdam
- O. Note to thank donors of file cabinets and to ask for other needs such as office space.
- P. *Donations are needed for April 9 Business After Hours gift basket for speaker.*
- Q. *Events at which NRCC could/should have an info table (Sheila has the tent and a table) include: 6/27/09 NLRA Naturally Newfound Fair, 7/25/09 Hebron Newfound Fair. All agreed NRCC should have a banner, and various kinds were discussed. Discuss further.*
- R. *PR about Chamber news in local papers such as Record Enterprise and the Citizen should be issued on a more consistent basis. There was also discussion of using online resources such as WhoFish.org. This will be discussed further. The most urgent needs at this time are office space and staffing. Discussions will begin in April.*

ADJOURNMENT

Carol Huber moved/Julie Carter seconded a motion to adjourn at 7:30pm.

Items for future meeting include:

Retreat Follow-Up Items

- Revisions to Bylaws Needed
- New Member Starter Kit
- Relocation Kit