

**Port Orford and North Curry Chamber of Commerce
Minutes of the Meeting of the Board of Directors
October 12, 2009
Paradise Café**

Call to Order

The meeting was called to order by Port Orford and North Curry (PO-NC) Chamber President David Smith on October 12, 2009, at 1:01 p.m.

- **Board members present:**
David Smith, Jim Billings, Dian Marple, Jim Auburn, Cindy Schaumburg, and Scott Luhr

- **Board members absent:**
Beverley Manes

- **Participants & guests:**
Alicia Billings – chamber webmaster
Ed McQuade – Garrison Lake restoration committee

Quorum: It was determined that a quorum of the board was present.

Appoint Replacement Directors:

A motion was made to appoint Beverley Manes and Scott Luhr to fill the vacant positions on the Port Orford and North Curry Chamber of Commerce Board of Directors. The motion was seconded and unanimously carried.

Elect Treasurer:

A motion was made to elect Beverley Manes to the office of Treasurer of the Port Orford and North Curry Chamber of Commerce and to authorize Beverley Manes to be added as a signer on the bank account(s) of the Port Orford and North Curry Chamber of Commerce maintained at Chetco Federal Credit Union. The motion was seconded and unanimously carried.

Minutes

A motion was made by Jim Billings, seconded by Jim Auburn, and unanimously carried to approve, as written, the minutes for the August 10, 2009 board meeting

of the PO-NC Chamber of Commerce. There was no September board meeting for lack of a quorum

Additions to Agenda

One item was added to the agenda: under new business: Curry County Promotional Alliance (CCPA). The agenda as amended was approved.

Public Input

There was no public input.

Committee Reports

- **Management & Marketing:**

There was no report.

- **Financial Report:**

Jim Billings and Alicia Billings gave the financial report.

- **Visitors' Center/Parks Update:**

Alicia Billings reported on the Port Orford visitors' center activities. The visitors' center had 1943 visitor sign-ins in September.

Alicia Billings gave a brief report on the parks department activities, including the old jail restoration project, the marine board, boat ramps, restrooms, and the bioswale project.

- **AWRC Report:**

Cindy Schaumburg gave a brief report.

- **Garrison Lake Restoration Committee:**

Ed McQuade reported on activities surrounding the restoration of Garrison Lake, the Watershed Council and the Lakes Association.

- **POORT Liaison Report:**

Ed McQuade gave a brief report on POORT activities, including the POORT's receipt of a grant to help market Port Orford branded fish.

- **Senior Board:**

No report was available.

- **Office Report:**

Alicia Billings reported on requests for information received by the chamber office by phone, e-mail, and regular mail. It was suggested that to raise funds for postage, perhaps the businesses who want their brochures mailed out by the Chamber would be willing to contribute to a fund for postage. Jim Billings and Alicia Billings will explore the issue of responding to requests for information, including the number of requests, cost of supplies, and postage fees, and they will report their findings to the board.

The first edition of the Chamber Newsletter has been e-mailed to all Chamber members that provide an e-mail address. Alicia Billings did a great job creating the Chamber Newsletter. Following a discussion, it was agreed that the twelve advertising spots in the Chamber Newsletter would be sold for \$10 per issue until June 2010 or \$60 for all issues until June 2010. The prices will be re-evaluated next year for the July 2010-June 2011 issues.

- **North Curry County/Langlois Report:**

Cindy Schaumburg reported briefly.

- **Websites:**

Alicia Billings reported on the chamber websites and ongoing issues such as website management, member access, and data entry. Online accounts for members, a monthly newsletter, and distribution of membership certificates were also mentioned.

Old Business

- **Membership Drive:**

The president advised that the membership drive is still ongoing and moving forward. The president suggested that someone from the visitors' center be asked to call potential chamber members who live out of the Port Orford/Langlois area and that board member should contact the local businesses to solicit new members or renewals.

- **Advertising:**

President Smith gave an update on the Oregon Coast magazine advertising.

- **Brochures:**

President Smith advised that the new Port Orford-North Curry Chamber of Commerce brochures have been distributed.

- **Renewals:**
The chamber membership renewals were discussed earlier under membership drive.
- **Writers' Conference:**
President Smith reported on the tour that was taken by the Writers' Conference group in late September. The tour was a success.

New Business

- **Mile-by-Mile Advertising:**
President Smith asked the board to authorize Alicia Billings to sell advertising space to merchants on the Port Orford-North Curry Chamber's full page in the Mile-by-Mile magazine. The board agreed by consensus to pay Alicia Billings to sell the ads. The on-line Mile-by-Mile magazine was briefly discussed.
- **Holiday Lighting Contest:**
President Smith advised that he will be talking with Jeff Ferguson of Gold Beach about the 2009 Holiday Lighting Contest between Port Orford and Gold Beach. The board agreed by consensus that the categories for the contest winners would be: business 1st and 2nd place and residential 1st and 2nd place.
- **Business of the Month – October 2009:**
There was a brief discussion concerning the *Business of the Month* award for October 2009. McNair's True Value Hardware was nominated. A motion was made, seconded and unanimously carried that the Business of the Month for October 2009 will be "*McNair's True Value Hardware,*" and the president agreed to prepare the appropriate certificate and present it to the Business of the Month.
- **Agenda Changes:**
Alicia Billings advised the board that she had attended a class on creating agendas. She proposed that the board consider changing its agenda format to reflect a new style of agenda. The board agreed by consensus that President Smith may reformat the agenda for the Chamber's board meetings.

Adjourn

The next meeting is scheduled for November 9, 2009, at the Port and Starboard Restaurant.

The meeting adjourned at 2:28 p.m.

Future Meetings and Community Events:

11/9/2009 – 1:00 p.m. – Chamber Board Meeting – Port and Starboard Restaurant
