

**Port Orford and North Curry Chamber of Commerce  
Minutes of the Meeting of the Board of Directors  
February 9, 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 February 9, 2009, at 1:00 p.m.

- **Board members present:**  
David Smith, Jim Billings, Dian Marple, Evan Kramer, Chuck Schaumburg, and Cindy Schaumburg
  
- **Board members absent:**  
Jim Auburn, who has accepted the write-in ballot results in the chamber elections for the board position
  
- **Participants & guests:**  
Mark Murray-chamber senior board/committee  
Matt Hall-Port Orford News  
Elaine Roman-Port Orford Arts Council

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

**Minutes**

A motion was made by Jim Billings, seconded by Cindy Schaumburg, and unanimously carried to approve, as amended, the minutes for the January 1, 2009 board meeting of the PO-NC Chamber of Commerce.

The minutes for the December 8, 2008 board meeting of the PO-NC Chamber of Commerce were not available for review or action. This item was tabled until the next board meeting.

**Additions to Agenda**

Two items were added to the Agenda under New Business: Annual Audit and the Chamber's Contract with the City of Port Orford.

## **Public Input**

- **Oregon Main Street – Downtown Revitalization Program**

Elaine Roman from the Port Orford Arts Council spoke to the board about the Oregon Main Street-Downtown Revitalization Program to help beautify the main part of Port Orford and improve the looks of the businesses. Port Orford has a strong presentation but needs community support. She asked the chamber to support the program and specifically asked for a Letter of Support from the chamber. A motion was made to authorize President Smith to write a letter of support on behalf of the Chamber board in favor of the Main Street Program. The motion was seconded and unanimously carried.

## **Committee Reports**

- **Management & Marketing:**

President Smith reported on the Mile-by-Mile ad. The ad has been cut to about 1/3 of a page due to the lack of advertisers. The three business advertisers will pay the Chamber a total of \$1675 for their ads and the Chamber will be responsible for the balance of approximately \$600. A motion was made to spend approximately \$2300 for the Mile-by-Mile Port Orford 1/3 page ad and to collect the \$1675 from the three advertisers, leaving a balance of approximately \$600 for the Chamber's portion of the ad. The motion was seconded and unanimously carried.

- **Financial Report:**

Jim Billings gave the financial report. There was a discussion concerning expenses, TLT funds, and remaining balance of chamber funds after current chamber commitments have been paid.

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

Jim Billings gave a report on the visitors' center and the parks. There were 1021 visitor sign-ins in January. The parks group is considering building a dog park. Billings mentioned the boat dock and the jail restoration, and reminded the board that Port Orford Parks group received the Chamber's Special Achievement Award at the recent awards banquet.

- **AWRC Report:**

Chuck Schaumburg reported on the America's Wild Rivers Coast (AWRC) matters. Schaumburg mentioned the 101 Hospitality events in Crescent City, Brookings, and Gold Beach, and advised that a group program in Port Orford has been requested.

- **Garrison Lake Restoration Committee:**

No report was available.

- **POORT Liaison Report:**

President Smith advised that he had talked to Alicia Billings and that it is business as usual. POORT is preparing a letter to the Navy concerning the Navy's exercises off the coast.

- **Senior Board:**

No report was available.

- **Office Report:**

The office report was brief, and Jim Billings advised that 643 requests for information were received by the chamber office in January.

- **Agriculture Subcommittee Report:**

Chuck Schaumburg gave a brief report, including information about several break-ins in the Langlois area.

- **Websites:**

President Smith advised that the chamber's webmaster Alicia Billings is working on the chamber's websites. Ms. Billings has requested some direction on the websites and hopes to have them all up and running by the March chamber board meeting. The president will meet with Ms. Billings once or twice a week to answer questions or concerns and direct the project to completion.

### **Old Business**

- **Membership Drive:**

The president advised that the membership drive is still ongoing.

- **Advertising:**

There was a brief report.

- **Speed Sign:**

Evan Kramer asked about the speed sign project. Kramer was given and accepted the task of trying to get the funds together for speed signs for both ends of Port Orford, and explore the possibility of obtaining some additional funds from the City to complete the project.

- **Mile-by-Mile:**

The Mile-by-Mile publication and ad were discussed and completed earlier in this meeting.

## **New Business**

- **Business of the Month – February 2009:**

There was a brief discussion concerning the new *Business of the Month* award that the chamber wishes to bestow. The board agreed by consensus that the award should be given to chamber members. The Wooden Nickle was nominated as the February Business of the Month. A motion was made, seconded and unanimously carried that the Business of the Month for February will be the “WOODEN NICKLE,” and the president agreed to prepare the appropriate certificate and present it to the Business of the Month.

- **Awards Banquet:**

The president advised that he received good feedback at the awards banquet, and the banquet was a great success.

- **Delegation of Duties:**

The president advised the board that he will be delegating some of the chamber duties to other board members. There was a discussion about the websites, and the president will handle that task. The membership drive continues and dues will be prorated for new members up to the new year beginning July 1<sup>st</sup>. After the websites are up, the chamber will ramp up its membership drive. Kramer will work on the speed sign project. The fireworks for the Fourth of July were mentioned, and Jim Billings advised that everything has been taken care of for that project.

- **Chamber’s Annual Audit:**

The president reported that the annual audit was completed and everything is as it should be.

- **Chamber’s Contract With the City of Port Orford:**

The chamber’s contract with the City of Port Orford was discussed. President Smith presented a copy of the old contract. Following a discussion and proposed changes to the old contract, a motion was made, seconded, and unanimously carried to approve, with proposed changes, the proposed contract with the City of Port Orford and to authorize the chamber president to sign the new contract as proposed.

## **Adjourn**

The meeting adjourned at 2:10 p.m.

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## **Future Meetings and Community Events:**

3/9/2009 – 1:00 p.m. – Chamber Board Meeting – Port & Starboard
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