

West I-10 Chamber of Commerce
Board of Directors Meeting
Wednesday, February 2, 2011 at 12:00 PM

Igloo

BOARD MEETING NOTES

Board of Directors: Greg Turner, Pat Doucette, Deborah Tallman, Jim Vaughn, Michael Montgomery, Marla Van Overbeke, Rosemary Gambino

Attendees: Greg Turner, Pat Doucette; Committee chairs: Roberta Meader, Paul McConnell; Kathryn McAdams Wilson

NOTE: There was no Quorum – thereby no Action Items were discussed or acted upon.

A) Recognition of Quorum, Call to Order and Invocation

Action Items:

- B) Approval of January 5, 2010 meeting minutes
- C) Review and approve financial statements
- D) Approve new member applications

Discussion Items:

- E) 2011 priorities per board retreat: (See notes on page 3)
 - 1) Membership growth (now at ~60 members)
 - 2) Successful Austin trip Governmental Affairs Committee in good shape lining up **speakers** and bus.
 - 3) **Fundraising event** – Discussed ideas being considered for 2012 fundraiser: golf tournament, Casino Night, Crawfish Boil, Murder Mystery, Steak & Casino night, Talent Show – with possible suggestions for venues: West Lakes CC, Brookwood Cafetorium, Pattison Catholic Church (need more ideas.) PAVD, West Lake CC
- F) Committee reports
 - 1) **Education Committee (Robert Ormond)** – Greg reported that he had attended the TAB conference in Austin – TAB stressed that Chamber should be friends with school districts. Also, when contacting or communicating with legislators, faxes are more effective than emails
 - 2) **Membership directory (Marla & Daphne Bottos)**
 - 3) **Programs (Pat Doucette & Rosemary Gambino)** – Feb 8: FFA, March 2: Austin Trip; April 12: Charles Kalkomey; May 10: Sheryl Schroeder/SSA; June 14th: St. Rep. John Zerwas; July 10: Steve Pierson/YMCA; No meeting in August; Sept 13: (Rosemary is working on it.); Oct 11: Com. Stan Kitzman; Nov 12: Banquet; Dec 13: (Rosemary still working on it.)
 - 4) **Fundraising (Pat Doucette)** See E-3 above. **Pat considered a Turkey Shoot – but after researching it seems too complicated. Still plan on contacting Carol at Rio Brazos Hunting Preserve; discussed combining with another group resources and/or in connection with Pattison Car Show – BBQ or Chili Cook-off.**
 - 5) Membership (Karl Skadowski)
 - 6) **Government Affairs (Adam Traweek)** – Greg met with Adam and Jason this morning and they are in good shape with the arrangements. We need more participants of at least 30. Greg to invite Vince Yokom even though he is going with the WCEDP the following week. Greg is purchasing a \$500 sponsorship.
 - 7) **Ambassadors (Steve Alaniz)**

- 8) **Website & electronic file storage (Paul McConnell)** Email from Paul included in packet which requires action to upgrade so will be deferred until next BOD meeting.
- 9) **Public Relations & Advertising (Michael Montgomery)** Roberta reported that the planting shrubs and flowers around existing trees along Hwy 90 in Brookshire is in progress and in need of water.
- 10) **Economic Development (Jon Strange)** No report
- 11) **Annual Banquet (Roberta Meader) November 12** – Date of Annual Banquet will be Saturday, November 12, 2011. Greg reported that Dr. Robert Ivany, President of St. Thomas University and retired 4-star general, has committed to be the keynote speaker. ACTION: Kathryn to follow up and correct the date previously posted in the chamber newsletter. ACTION: Greg to send letter of confirmation and request bio. We now need to appeal for banquet sponsors for this 10th Anniversary Banquet.

G) Old Business

- 1) Admin. Manager's Report (Kathryn):
 - a) **Membership renewals status** – Turner Duran and Brookshire EDC have upgraded to Sustaining level. ACTION: Kathryn to resend Renewal app to Sustaining level members and to put names of renewal in drawing for luncheon.
 - b) **PayPal – Kathryn to update PayPal account capabilities**
- 2) **Board & committee workshop by Art Roberts – deferred to next BOD meeting.**

H) New Business

- 1) **Austin bus trip: allow 11 year old to accompany trip?** OK. Roberta Meader's grandson.
- 2) Greg Murray to do financial review.
- 3) **Two signatures on checks:** Greg spoke with Enterprise Bank – We do not have to purchase new checks for additional signature. We will have to revise the ByLaws if we change policy to require two signatures.
- 4) **Follow-up items from planning retreat (see attached): set dates to complete (See notes on attached)**
- 5) **Car in March 5 FFA parade:** No decision was made to participate in the 2011 FFA parade
- 6) **Policy re: e-mail blasts**
- 7) Policy re: political usage of mailing list, etc.

I) Open discussion & other business – Greg spoke with Enterprise Bank regare

J) Closing

- 1) Next Meeting Date: **Wednesday, April 6, 2011.** (March 2, 2011 will be the Austin Trip)
- 2) Adjourn Meeting was adjourned at 12:55.

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PLANNING RETREAT FOLLOW-UP LIST

- 1) Charge and job description for each committee (Greg)
- 2) Form Education Committee (Greg): **Robert and Julie Ormond have agreed to chair the Education Committee.**
- 3) Fundraising committee (Pat Doucette): **Had open discussion of ideas being considered for fundraiser for 2011 – Golf tournament, Casino Night, Crawfish Boil, Murder Mystery, Steak & Casino Night, and Talent Show – Venues discussed: Brookwood Cafetorium, Catholic Church, and Royal High School.**
- 4) Proposed combination of Ambassadors and Membership committees (Karl Skadowski & Steve Alaniz)
- 5) Membership committee to form alliance with Brookshire EDC (Karl and Vickie Casto)
- 6) Re-tool monthly membership luncheons (Greg): **Greg has conferred with Anthony Francis who suggested that 15 minutes for speaker should be lengthened to 20 minutes. Recommended tweaking the program agenda with variety in format, and to continue the door-prize drawings**
- 7) Economic development & Governmental Affairs committees alternate months (Adam Traweck & Jon Strange)
- 8) 2011 calendar of events to membership luncheon, or e-mailed to all (Kathryn)
- 9) Banquet: confirm no conflicts re: Nov. 5 or Nov. 12 (Kathryn); solicit speaker (Greg) : **Dr Robert Ivany, President of St. Thomas University/Ret'd 4-star general, has committed to being the keynote speaker on November 12th – Roberta had reserved both dates at Brookwood and will not confirm the 12th and release the 5th. Kathryn to advise members.**

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ATTENDANCE

Check if Here:

_____ Pat Doucette, Vice President

_____ Rosemary Gambino, Secretary

_____ Michael Montgomery

_____ Deborah Tallman

_____ Greg Turner, President

_____ Marla Van Overbeke

_____ Jim Vaughn