

# West I-10 Chamber of Commerce

P. O. Box 100, Pattison, Texas 77466

## Board of Directors Meeting

May 4 2011 12:00 PM

At

Igloo 1st Floor Conference Room

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

### MINUTES OF THE MEETING

Attendees: Greg Turner, Pat Doucette, Jim Vaughn, Rosemary Gambino, and Committee Chairs: Paul McConnell, Robert Ormond, Kathryn McAdams Wilson

Absent: Michael Montgomery, Deborah Tallman, Marla Van Overbeke

A) Quorum recognized and the meeting was called to order at 12:04 by Greg Turner. Director Rosemary Gambino provided invocation.

#### Action Items:

B) Motion was made by Jim Vaughn, second by Rosemary Gambino, to approve the Minutes of the April 12, 2011, Board of Directors meeting. No discussion. All in favor/Motion passed unanimously.

C) After review and discussion of the financial statements, motion was made by Jim Vaughn, second by Rosemary Gambino, to approve financial statements and bills to pay through April 30, 2011, (filed in 2010-2011 financial binder). Motion passed unanimously

D) Motion was made by Rosemary Gambino, second by Jim Vaughn, to approve business membership application of Jones & Carter, Inc. Motion passed unanimously

E) Board & committee workshop by Art Roberts – tabled until future Board of Directors meeting

F) Bylaws revision: Past-President: Motion made by Rosemary Gambino, second by Pat Doucette, to add to Article Four -4.08 *Past President – The board may, at its discretion, choose to designate an office of Past President, which may be filled only by the immediate past president. In such a case, the Past President shall serve on the Board in an ex-officio manner. The Past President's responsibilities shall be as specifically designated by the Board upon appointment or, in the absence of such designation, the Past President may only preside at general membership meetings or other such functions where executive power on behalf of the Corporation is not exercised.* Motion passed unanimously. ACTION: KATHRYN to circulate Bylaws Revision to directors for signatures.

G) Policy re: signing large checks – Motion was made by Jim Vaughn, second by Pat Doucette, to adopt the policy of requiring signatures of two officers on checks in the amount of \$1,001 or more. Motion passed unanimously. ACTION: GREG, ROSEMARY and PAT to go to Enterprise Bank and execute signature card; Paul McConnell and Darlene St. Jean's names to be removed.

#### Discussion Items:

H) 2011 Priorities per Board's Planning Retreat – Due to significant progress, and due to those items' inclusion in other Agenda items, this item will be removed from agenda for future meetings

- 1) Membership growth
- 2) Successful Austin Trip
- 3) Fundraising event

I) Committee Reports

- 1) **Education Committee (Robert and Julie Ormond)** – The recipients of the West I-10 Chamber of Commerce Teacher Spirit Awards have been chosen for each RISD campus (Melanie Bilyeu-Royal ECC; Kathy Smith – Royal Elementary; Coach Raymond Wilson-Royal Jr. High; Dawn Richardson-Royal High School) and are to be awarded at the RISD Teacher appreciation luncheon on June 3, 2011. The Education Committee will attend; and Rosemary Gambino has agreed to attend the luncheon and represent the Board. All Directors are encouraged to attend if possible.
- 2) **Membership Directory (Marla Van Overbeke and Daphne Bottos)** – Not present to report
- 3) **Programs (Pat Doucette & Rosemary Gambino)** Pat reported that programs for 2011 are complete and program scheduling for 2012 has begun with Joe Garcia/Texas Workforce Commission in January; two other possibilities are retired baseball pro, Deacon Jones, –and Greg to speak with Phyllis Snodgrass, Art Roberts replacement at TCCE regarding speaking at a luncheon.
- 4) **Fundraising: (Pat Doucette)** – Pat is working to co-ordinate with Larry Hayes of First Services Credit Union on future fundraising project.
- 5) **Membership (Karl Skadowski)**. Greg to confirm with Karl at luncheon regarding Karl's suggestion that members attending a luncheon should each be given a 3x5 card which has printed on it the free lunch incentive for member referring a new member who joins.
- 6) Government Affairs (Adam Traweek) –Next meeting on May 18<sup>th</sup> at 8a.m. at West Engineering Services/Cotton Gin. Waller County Judge Glenn Beckendorff will be the guest speaker.
- 7) Ambassadors (Stephen Alaniz). Committee working on combined services with Membership Committee.
- 8) **Website (Paul McConnell)** – Paul reported that he had received only two callbacks on the Google maps advertising opportunity – one from Larry Hayes of First Services Credit Union who is very interested in the service and one from Vince Yokom who said he could provide the program cheaper. ACTION: Paul to go back to Vince for clarification of his cost for set up and/or if he requires a minimum or certain number of users – and if he would sell directly to the members. Paul to report back to the Board. Paul also reported that he was in the process of scanning the entire Minute Binder, including attachments to the minutes to be on a CD available to the Directors. For the Minutes file on the website, the financial reports are not included.
- 9) Public Relations & Advertising (Michael Montgomery) - Not present to report.
- 10) Economic Development (Jon Strange) - Not present to report.
- 11) **Nominating Committee** - (Anthony Francis) Greg reported that Anthony Francis has agreed to serve again as chair the Nomination Committee – Greg to give Anthony list of directors whose terms expire.
- 12) **Annual Banquet (Roberta Meader)** –Date: November 12<sup>th</sup> – 10<sup>th</sup> Annual; guest speaker - Dr. Robert Ivany; venue: Brookwood Café. Roberta on schedule for committee meetings Wednesday, May 11<sup>th</sup> at the Cotton Gin and planning; and start appealing to sponsors, shooting for a \$5,000 Title Sponsor. Pat and Greg met with TCH regarding Banquet Title Sponsorship.

J) Old Business:

- 1) **Admin. Manager's Report (Kathryn) – Membership renewals status** – Total of 36 renewals to date. ACTION: Kathryn to follow-up on the two Sustaining members who have yet to renew: Send Invoice to Igloo and contact re-send renewal notices to members who have not yet paid 2011 dues.

- 2) Follow-up items from planning retreat (see attached); set dates to complete
- 3) Signature card at bank; make sure it's current – Greg has made these arrangements with the bank. See Item G above.

K) New Business

- 1) 2011 Christmas cards – tabled to next director's meeting
- 2) Banquet title sponsor status – awaiting answer from Texas Children's Hospital

L) Open discussion & other business: no other business.

M) Closing

- 1) Next Meeting Date: **Wednesday, June 8, 2011, at 8:00AM (different from normal day/time).**
- 2) Meeting adjourned at 1:00.

*Kathryn McAdams Wilson*  
*For/Rosemary Gambino, Secretary*