

West I-10 Chamber of Commerce

P. O. Box 100, Pattison, Texas 77466

Board of Directors Meeting

October 5, 2011 – 12:00 Noon

At

Igloo 1st Floor Conference Room

**Board of Directors: Greg Turner, Pat Doucette, Deborah Tallman,
Jim Vaughn, Adam Traweek, , Rosemary Gambino**

MINUTES OF THE MEETING

Attendees: Greg Turner, Pat Doucette, Jim Vaughn, Deborah Tallman, Adam Traweek, Bill Fry, and
Committee Chairs: Paul McConnell, and Kathryn McAdams Wilson

Absent: Rosemary Gambino

A) Quorum recognized and the meeting was called to order at 12:00PM by Greg Turner. Bill Fry provided invocation.

Action Items:

- B) Motion was made by Pat Doucette, second by Jim Vaughn, to approve the Minutes of the July 6, 2011, Board of Directors meeting . No discussion. Motion passed unanimously.
- C) After review and discussion of the financial statements, motion was made by Deborah Tallman, second by Adam Traweek, to approve financial statements and bills to pay through September 30, 2011, (filed in 2010-2011 financial binder). Motion passed unanimously.
- D) Motion was made by Jim Vaughn, second by Pat Doucette, to approve new membership application of McDonald's Carmichael Enterprises. Motion passed unanimously.
- E) Motion was made by Deborah Tallman, second by Jim Vaughn, to appoint Bill Fry of Severn Trent Services as board director as replacement for Marla Van Overbeke. Motion passed unanimously.
- F) Election of officers (terms effective October 11, 2011) Swearing in of new board members to be sworn in at the October Motion was made by Deborah Tallman, second by Jim Vaughn, to accept nomination of Pat Doucette for President 2011-2012. Election of VP deferred to November BOD meeting Jim Vaughn motioned and Pat Doucette seconded to nominate Rosemary Gambino as Secretary 2011-2012
- G) Motion was made by Deborah Tallman , second by Pat Doucette , to approve Judge Glenn Beckendorff and Rev. Dottie Dumas as the annual appreciation award recipients for 2011.
- H) Motion was made by Jim Vaughn, second by Deborah Tallman to approve contributions of \$75 to Royal Elementary School and Royal Junior High School for support of their 2011 book fair. Motion passed unanimously. ACTION: GREG to have the two checks cut: KATHRYN to notify Julie Ormond.

Discussion Items:

I) Committee Reports

- 1) Education Committee (Robert and Julie Ormond) – By email from Julie Ormond, Committee requested a possible \$500 annual budget to work from. At present, Committee is requesting Chamber to contribute \$50-\$75 to each of the R.I.S.D participating schools in the book fair.
- 2) Membership Directory (Marla Van Overbeke and Daphne Bottos) – Not present and nothing to report.
- 3) Programs (Pat Doucette & Rosemary Gambino) – Programs are set through March: October 11, Commissioner Stan Kitzman as guest speaker at Galileo's; November is the banquet; December 13, WC Judge Glenn Beckendorff and Representative John Zerwas; January 2012, State of the Chamber; February, Joe Garcia/Workforce Commission; March, possibly Deacon Jones with the Skeeters baseball team. ACTION: PAT and ROSEMARY to get together to finish programs for 2012.
- 4) Fundraising: (Pat Doucette) – Pat reported that the committee has not met this month.
- 5) Government Affairs (Adam Traweek) – Resolution being executed to be mailed to Judge Beckendorff, with a copy going to Vince Yokom/WCEDP and all commissioners; one original to file in Chamber Minute binder. ACTION: ADAM and KATHRYN to draft press release. Committee is currently working a couple of resolutions regarding financial support and funding for the first responders and volunteer firemen who have serious need for updated communication equipment and radio tower. Next committee meeting to be November 16, 2011, 8:00 a.m. at the Cotton Gin. Speaker TBA
- 6) Ambassadors (Stephen Alaniz). By email, Stephen listed the four most recent new members: Katy Family YMCA, Green Group Holdings, One 2 mini Ranch Tack & Feed, McDonald's Carmichael Enterprises – and the note that the ribbon cutting for McDonald's in Brookshire was a great success.
- 7) Website (Paul McConnell) – Paul reported – would cost \$250- 275 for create link on Board of Directors webpage for posting BOD meeting minutes. ACTION: PAT to include action item on November agenda for approving expenditure of \$275 maximum for electronic access of BOD meeting minutes..
- 8) Public Relations & Advertising (Michael Montgomery) - Not present and no report.
- 9) Economic Development (Jon Strange) - Not present to report. Next EDC meeting is Wednesday, October 19, 2011. ACTION: Kathryn to follow up with Jon Strange for arrangements of next meeting.
- 10) Annual Banquet (Roberta Meader) –Next committee meeting: Thursday, October 6, 8a.m. at the Cotton Gin. ACTION: KATHRYN to check on Roberta who is reported to be out sick.

J) Old Business:

- 1) Admin. Manager's Report (Kathryn): as below
- 2) 2011 Christmas cards update– 125 Texas Children's Hospital Christmas cards have been ordered and should arrive before next BOD meeting.
- 3) Pocket folder - KATHRYN to further research costs of advertising space on the folder and ask for proposal from company selling the advertising before talking to the membership.
- 4) Banquet title sponsor promotion: ACTION: Kathryn to send out new press release next week.
- 5) Board & committee workshop by Art Roberts or Phyllis Snodgrass' replacement deferred to December of January – .

K) New Business

- 1) Execution of resolution to support release of ETJ (approved at Sept 7 BOD meeting)
- 2) Arrange swearing in of directors & officers at October 11th luncheon. ACTION: Greg to contact Ted for doing the honor of swearing in the 2022-2012 directors.
- 3) Greg to email pdf of bylaws to new directors.

L) Open discussion & other business:

- 1) H.O.T. (Hotel Occupancy Tax) – Some chambers apply for and use these funds to subsidize their annual fundraisers. Monies or grants from Hotel Tax must be used for projects which promote tourism. – Something for the chamber to consider for future fundraisers and events.
- 2) Board annual workshop retreat (3-4 hours) to be planned for December in conjunction with December 7th BOD meeting.

M) Closing

- 1) Next Meeting Date: **Wednesday, November 2, 2011, at 12:00 noon.**
- 2) Meeting adjourned at 1:00 p.m.

Submitted by:

Kathryn McAdams Wilson
For/Rosemary Gambino, Secretary