

RIO DELL-SCOTIA CHAMBER OF COMMERCE BOARD MEETING

DATE: May 4, 2018 TIME: 12:00 LOCATION: Chamber Office 406 Wildwood Avenue P.O. Box 95, Rio Dell CA 95562

EVERY MEETING: Need to sign checks

Board Members: Nick Angeloff, President; Tracy O'Connell, vice president; Sharon Holt, secretary; Jim Brickley, Susan Pryor; Eldon Whitehead, historian; Gabriel Smith

Non-Voting Positions: Melissa Marks, treasurer; Frank Bacik, emeritus

1. CALL TO ORDER: Called to order by Nick Angeloff, president, at 12:18
2. ATTENDANCE: Jim Brickley, Tracy O'Connell, Sharon Holt; secretary, Nick Angeloff; president, Gabriel Smith, Melissa Marks, Jenelle Palmer
3. ABSENT: Eldon Whitehead, Frank Bacik, Susan Pryor
4. SECRETARY: Minutes of April have been approved by consent and sent to PSA.
5. TREASURERS REPORT: BALANCE AS OF 05/01/2018 Savings Checking: No report
6. COMMITTEE REPORTS/OLD OR ONGOING BUSINESS:

**ONGOING BUSINESS:**

**FACILITIES: Office Location.** Request was made by Nick Angeloff to bring the discussion back to the table for the relocating of the Chamber and Visitor Center location. Motion had been made, seconded, discussed and passed at the March meeting regarding the relocation. The motion was brought back to the floor by Sharon Holt (original motion author), seconded by Nick Angeloff; to rescind the previous passed motion and to continue discussion of the potential relocation; Nick Angeloff called for the vote to reinstate the discussion. Motion passed; Sharon Holt abstained. Discussion ensued as to the viability of relocating. No further motion was put to the floor, so at this time the Chamber and Visitor Center will remain at the current location of 406 Wildwood Avenue. Currently the Visitor Center is staffed on Tuesday from 1:00-4:00 by Tracy O'Connell and potentially on Friday by Natalia. Since the Chamber will continue to facilitate the usage of the building, a Use Policy will need to be drafted for conditional use by community members/organizations.

**Post office box:** Previous motion for the acquisition of a Post Office Box was brought to fruition; Eldon Whitehead donated first year's rent. PO Box 95 was acquired. Melissa will pick up mail on Tuesdays. Tracy & Melissa will get the paperwork completed and the box will be set up. Cost is \$62 per year and a one-time fee of \$3 for each key.

**Membership plaques/stickers:** We got 30 stickers for about \$60-ish at Ferndale Jewelers. Sharon presented a draft for a certificate style membership that will be more cost effective. Discussion ensued and suggestions were made for the style. Sharon will present an updated submission at the next meeting. Motion to change to a certificate style was made by Jim Brickley, seconded by Sharon Holt, passed unanimously.

**WILDWOOD DAYS COMMITTEE MEETING:** (preparation begins January) **parade: 1918 Armistice LEST WE FORGET. RED POPPY SYMBOL.** Fidelity Title Company sponsoring parade/prizes with a \$250 check. Discussed the Hallowed Ground Tree Ceremony. Tree in the Memorial Park is a Jasmine Plum and was donated to the city by Mark & Jenny Gillum in honor of the efforts of Bob Gillum (or Holt.)

Application: UPDATED TO PDF FILLABLE FORMAT AND READY TO POST ON WEBSITE AND FACEBOOK.

Purchase prizes: Susan

Judges: Susan

Sign-up/staging: Pending

Emcee: Maggie Flemming. Sharon will email her.

Sound system: SCOTIA BAND.

Grand Marshall: TBA

Car: Nick

Banner: on shelf

Entrants: Dixie Gators, Honor Guard, Buglers

Discussion went to a group who is wishing to rent the Winema for a music event and potentially incorporate it into Wildwood Days. They should coordinate this with the Fire Department.

Cal Trans announced that the Bridge should be re-opened the end of August. New business was introduced that we need to contact Cal-Trans to have them appear at the May 15 Membership meeting to address the Bridge Closure and give an update on the progress. Tracy will contact Cal-Trans and Sharon will include this information with the meeting reminder.

**Finances/Rent:** In light of the Chamber remaining in the current facility discussion ensued that we need to have documentation of the daily business associated with the building which includes but is not limited to identifying tenants, tracking all rents and having immediate identification for non-payment, policy for trash removal, policy for conditional daily use, and accessibility for visitors and community usage.

**Community garden:** Tracy reported that the bank account is open and it needs a deposit as well as checks printed. Sharon called for clarification of the Chamber involvement with the community garden as she was unclear as to why the Chamber is involved in the financial aspect of the endeavor. Nick reported that the Community Garden space is located on property owned by the Baptist Church, but they refused to supply the liability insurance for the garden use. The Resource Center is the coordinator of the Garden and community participation, but also refused to provide liability insurance for the use. The Resource Center subsequently paid the Chamber to purchase the liability insurance. In addition the Resource Center refused to maintain the financial transactions and offered the Chamber 25% of the income from the leasing of the garden plots to facilitate all financial transactions. At this time, our understanding is that there are three people paying for space in the Garden with an unknown amount of income to the Chamber. In an effort to mitigate the cost of the banking fees, Melissa will inquire about transfers of funds instead of purchasing checks. It is unknown what items will need to be credited to the Chamber in regard to the Community Garden.

**Chamber Accounts:** Coast Central Credit Union has still not completed the addition/updating of the Chamber accounts and requested that we change our designation from a corporation to an "organization". As all of documentation lists us as an organization, the change was agreed on by consent.

**Art on the Blvd.: Still in effect June 9.**

**Holiday Lights:** July 4-Wildwood Days: Nick will order lights to be available for July 4.

**Bridge: Petition** no action

**Scholarships:** Both schools will have applicants/winners. \$50.00 per school. Who will present? We will allow the school to present at the awards ceremony. Tracy will prepare.

**Newsletter:** Completed by Harry Pulver. Harry will continue subbing for Nick indefinitely. The May newsletter is at the printer, awaiting word to stuff and get to Sandy for delivery.

**Online communications:** The "current" Facebook page had 250+ people reached for each of 3 posts - the bridge issue, appreciation for the flower gardens tended by Marlene Snell, and the community garden.

The history site Eldon is managing has posted historical photos of chamber activities such as the Easter Egg hunt and annual meetings of years gone by.

**WEB SITE:** The riodelscotiachamber.org website had spikes on April 5 and 13 of viewership. Total views for the month are: Total Visits: 222; New Visits: 186; Return Visits: 36; Page Views: 458

**DECORATIONS:** (preparation begins January & February):

Lighting Eagle Prairie Bridge: Pending

Military Service Flags: Replace hangers. Discussion opened with the Fire Dept. on the signage and possibility of changing flagging throughout the year. Rotary

**MEMBERSHIP LETTER:** (preparation, stickers, begins September, letter approval October, distributed December): Sharon presented draft of the PDF fillable form for membership application for 2019. Will be available for June Meeting.

**ADVERTISING LETTER:** (December)

**ELECTION OF OFFICERS/DIRECTORS:** (August)

**AVENUE OF THE GIANTS SIGN:** (June, payment due Sept)

**NEW BUSINESSES:**

A Rivers Last Chance: Leg work to get documentary for Winema. Q&A is built into the presentation. What would it cost to show the movie? Advertise? Jim will look into. The trailer was available and should be viewed. Consensus was that the Chamber should view the movie before concrete action is taken to procure showing it in Scotia.

Ribbon Cutting for New Businesses: Discussion ensued as to the role of the Chamber in regards to ribbon cutting. Nick presented the view that in the past the businesses had Grand Openings that were a natural vehicle for the Chamber to incorporate a ribbon cutting into the presentation. At the time there were press vehicles available for coverage and the relationship was mutually positive. As of today, many of the businesses do not host a Grand Opening and it can easily be

overlooked as a Chamber inclusive event. The lack of local press is also an issue from the Chamber's perspective. Without the Humboldt Beacon, there is minimal local press available for this type of promotion. This leaves mostly the Chamber Newsletter, The Lost Coast Outpost and Red Headed Blackbelt as the most inclusive means of media dissemination. Agreement was made by consent that the Chamber should generate a ribbon cutting for all 2018 businesses. At least present the information to the City Council at a meeting and include a picture in the newsletter.

Rural Nonprofit: Nick presented the information that the nonprofit organization, Rural Humboldt, is insolvent (although debt-free) and has offered to transfer the nonprofit status if the Chamber can accept the responsibility of creating a Board in relation to the criteria of the Articles of Incorporation. The mission statement of Rural Humboldt has been as advocates for rural property owners and rural business development in Humboldt County. Nick will acquire the Articles of Incorporation for discussion at next meeting.

On an unrelated topic, Nick presented information on the Humboldt Branding and the potential of Chamber involvement with the process of brand certification for anything produced in Humboldt County and the process to have in place in order to have Humboldt Brands certified. There is a potential for a 50% return on for the processor and overseer of the branding program. Nick will have Frank Bacik look at the information and see if there is a potential for the Chamber to become a local overseer for the Trademark and Certification of Brands. Discussion tabled to next meeting.

Next meeting: June 1, 2018 Adjourned 12:52 Submitted by Sharon Holt, Secretary