

Tahlequah Area Chamber of Commerce
Board of Directors Regular Meeting Minutes
July 22, 2014

- 1) Meeting was called to order by President Steve Turner at 7:32 am.

A. The roll was called and quorum was met.

In attendance were the following board members:

JoAnn Bradley, Glen Elliott, Stephen Highers, Anna Knight, Denver Spears, Steve Turner, Jasen Wright, Stephanie Isaacs (ex-officio), Jason Nichols (ex-officio).

B. Introduction of guests: President Turner asked the guests to introduce themselves and welcomed them to the meeting. Guests in attendance: Josh Newton, Linda Spyres, Donna Tinnin, David Williams and Dana Boren-Boer. Angela Jones, Legal Counsel.

- 2) JoAnn Bradley motioned to approve the meeting agenda, seconded by Glen Elliott. Roll call vote – motion carried without opposition.
- 3) JoAnn Bradley motioned to approve the minutes for the June 24, 2014 Regular Meeting, June 30, 2014 Special Meeting and July 7, 2014 Special Meeting, seconded by Stephen Highers. Roll call vote – motion carried without opposition.

Angela Tinsley arrived at 7:35

- 4) Jasen Wright motioned to approve the report from the Treasurer, seconded by JoAnn Bradley. Roll call vote – motion carried without opposition.
- 5) Membership had 31 renewals, 7 additions and 4 deletions.
- 6) Chamber Committee Reports:
- A. Community Development – No report given.
- B. Economic Development – Jason Nichols reported sales tax is on level with last year.
- C. Tourism Development – No report given.
- D. Organization Development – No report given.
- E. Membership Development – No report given.
- F. Young Professionals Club – Stephen Highers reported YPC met twice in July for networking and Empower Hour. YPC will meet again in August with the location to be determined.

- 7) Dana Boren-Boer reported the Tourism Council approved the Tourism Director Job Description and scheduled a special meeting for July 30 to discuss a strategic plan. The Tourism Council plans to present a proposal to the Chamber Board at the August meeting.

David Dick arrived at 7:43.

- 8) Stephen Highers motioned to approve the 2014-2015 Tourism Budget, seconded by JoAnn Bradley. Roll call vote – motion carried without opposition.
- 9) Drew Haley reported NSU has requested 40 welcome packets for new faculty members and asked for businesses to donate items for the packets. A ribbon cutting is scheduled for July 31 at 11 for the new TTCU branch inside Reasor's. Drew updated the board on Big Jim's Motorcycle Rally and the need for volunteers and sponsorships.
- 10) David Dick motioned to approve the request of \$5,000 from the Hotel/Motel Tax for advertising and promotion of Big Jim's Motorcycle Rally upon receiving recommendation from the Tourism Council. Motion was seconded by Angela Tinsley. Roll call vote – motion carried without opposition.
- 11) JoAnn Bradley motioned to use Chamber Funds and the Revolving Line of Credit at BancFirst to pay outstanding invoices, seconded by Glen Elliott. Roll call vote – motion carried without opposition.
- 12) Anna Knight motioned to recommend changes and corrections to the Tahlequah Area Chamber of Commerce Bylaws, seconded by JoAnn Bradley. Roll call vote – motion carried without opposition.
- 13) Anna Knight motioned to approve a Mandatory Training Program for the Tahlequah Area Chamber of Commerce Board of Directors on or before the yearly August meeting, seconded by JoAnn Bradley. Roll call vote – motion carried without opposition.
- 14) David Dick reported the audit committee had received responses from Alan Chapman and Hinkle & Company to conduct the annual audit. Steve Turner noted that J.D. Carey recommended the need for a balance sheet only audit as the state auditor will provide a more comprehensive report. David will continue the discussions with the Audit Committee and no action was taken at this time.
- 15) David Williams, representing the Nominating Committee, presented the slate of proposed candidates to the board as follows: Matt Meredith, Todd Mutzig and Jodeen Worth to fill the vacant board seats. JoAnn Bradley motioned to approve the slate of proposed candidates as presented, seconded by Angela Tinsley. Roll call vote – motion carried without opposition.

- 16) Steve Turner reported the Executive Director Search Committee takes no action at this time.
- 17) JoAnn Bradley motioned to enter into executive session, seconded by Stephen Highers. Roll call vote – motion carried without opposition.
- 18) David Dick motioned to reconvene in public session, seconded by Stephen Highers. Roll call vote – motion carried without opposition.
- 19) No action taken from executive session.
- 20) David Dick requested a copy of the bank statements be included in the packets at the next Regular Monthly meeting. Drew Haley announced the Christmas Parade would be held on December 6 and the Parade Committee would meet on July 31 at noon. Stephen Highers announced Leadership Tahlequah is currently accepting applications.
- 21) JoAnn Bradley motioned to adjourn, seconded by Stephen Highers. Roll call vote – motion carried without opposition. Meeting adjourned at 9:39 am.

I attest to these minutes being and accurate accounting of the regular meeting held on July 22, 2014.

Steve Turner
President of Tahlequah Chamber of Commerce

Date: _____ Notary: _____
This is to attest that Steve Turner signed this document in my presence.