

Tahlequah Area Chamber of Commerce
Board of Directors Regular Meeting Minutes

October 27, 2015

The regular October meeting of the Tahlequah Area Chamber of Commerce was held on Tuesday October 27, 2015, with notice given by email to the Tahlequah City Clerk, and the agenda for said meeting posted at the Chamber offices before 5:00pm on October 23, 2015. President Glen Elliott called the meeting to order at 7:32 am. In attendance were the following board directors:

Isabel Baker, JoAnn Bradley, Dower Combs (arrived at 7:36), Mike Crawley, Erin Feller, Anna Knight, Matt Meredith, Todd Mutzig, Angie Taylor, Angela Tinsley, Steve Turner, Jodeen Worth, Jasen Wright, Stanley Young, Glen Elliott, Jerry Cook, Stephanie Isaacs, and Stephen Highers. Absent were Chad Eagleton, Coleen Thornton, and Donna Tinnin. Also present were Executive Director Bree Long, CVB Director Melissa Harris, LaShay Simms, Jim Berry, and Dusty Rhodes.

Isabel Baker motioned to approve the minutes from the September 22, 2015 regular meeting. The motion was seconded by Stanley Young. The motion passed unanimously.

Angie Taylor, Treasurer, presented the financial reports. JoAnn Bradley motioned to approve the Treasurer's report. The motion was seconded by Steve Turner. The motion passed unanimously.

Glen Elliott presented the President's Report. He spoke briefly about the Annual Meeting and suggestions for next year. Glen also spoke briefly about Bree's evaluation saying that at the next meeting the board will go into executive session to go over the results of the evaluation. Glen thanked Angela Tinsley and her committee for the work on Taste of Tahlequah. Glen thanked Todd Mutzig for his leadership with the My Tahlequah project. It was a great success. Glen also thanked Melissa Harris for all the work she put into My Tahlequah also.

Bree Long presented the Executive Director's Report. Bree spoke about Manufacturing Day that was held at Backwoods Foods in the Industrial Park and the success of that event. She reported on the Visioning and Planning Session, Staff Training and Development, Leadership 19, and the Veteran's Parade. Bree announced that the Chamber will transfer data to ChamberMaster beginning on November 1st.

Membership Applications and Renewals for October 2015 were presented. Michael Crawley motioned to approve the membership applications and renewals. Stanley Young seconded that motion. Motion passed unanimously.

Anna Knight, chair of the Governance Committee, is planning on conducting a membership fee survey. A meeting of the Governance Committee will be held in November to discuss membership fees.

Mike Crawley, chair of the Audit Committee had no report because the Audit has not been finalized as of this date.

Angie Taylor, chair of the Finance Committee, reported that they are waiting for the results of the Audit to review. Angie also talked about the deposits for the Christmas parade will now be placed in a liability account to be held until after the parade is completed. Any deposits that need to be returned will be done after the completion of the parade.

Melissa Harris, CVB Director reported in place of Donna Tinnin. There was no CVB meeting held in October due to date conflicts. Melissa is in the process of updating all brochures targeting all the state and national publications.

Erin Feller, chair of the YPC, announced that the Second Tuesday event will be game night. It will be hosted at the NSU Alumni center on November 10th. The inaugural Executive Breakfast will be held at Kawi Café at 7:30 am on November 13th. Mayor Jason Nichols will be speaking to the group. The next Second Tuesday will be held on December 8th with a location TBD.

Matt Meredith, Membership Development chair, talked about the membership drive. Isabel Baker brought in the most new members.

Angela Tinsley, Community Development chair, spoke about Taste of Tahlequah. Profits from the event were approximately \$4800. Angela and her committee are going to do a recap of the event and decide whether or not to have the event again. The committee will also look at the possibility of a Business Expo. They also plan on bringing back Business After Hours.

Jasen Wright, Economic Development chair, deferred to Todd Mutzig to talk about My Tahlequah that was held on Saturday October 24th. There were approximately 600 volunteers. The city employees and the Mayor were very important in the success of this event. The TACC, Main Street, and Melissa Harris were very important in the implementation of this event as well.

Steve Turner spoke about the Civil, Criminal and State lawsuits. He talked about presenting investigative information to the attorney representing Kate Kelly. He wanted to stress that these are ongoing investigations and Tim Baker and his staff are working diligently on these lawsuits.

In item 8A, Information about OneVoice was presented by Nick Doctor of the Tulsa Regional Chamber. Steve Turner motioned the approval of the Tulsa Area One Voice legislative agenda which would include both the state and federal priorities for 2016. Angie Taylor and Angela Tinsley voted no. All others voted yes. Motion passed.

In Item 8B, Isabel Baker motioned to accept the appointment of Jim Berry of Northeastern Health Systems as a one year Associate Director as appointed by President Glen Elliott. JoAnn Bradley seconded the motion. The motion passed unanimously.

Todd Mutzig and Isabel Baker left at 8:34.

In Item 8C, proposed changes to the TACC Personnel Policies and Operational Policies. The changes are: Employees will be paid biweekly on the Wednesday following the pay period end. The other changes are in relation to PTO Accrual. JoAnn Bradley motioned to approve the adoption of the revisions to the TACC Personnel Policies. Mike Crawley seconded the motion. The motion passed unanimously.

In item 8D, Bree Long presented a budget modification to the 2015-2016 Chamber Budget. JoAnn Bradley made a motion to accept the budget modifications as presented to the 2015-2016 Chamber Budget. Mike Crawley seconded the motion. The motion passed unanimously.

Item 8E Jasen Wright motioned to table the Audit report due to the fact that the Audit has not been completed yet. It will be placed on the agenda of the November meeting. Stanley Young seconded the motion. The motion passed unanimously.

Steve Turner expressed his concerns on the status of the repair of the roof. Glen Elliott said that it will be placed on the agenda for November. TACC are awaiting results of a grant application to LREC.

There was no new business.

In Announcements, Anna Knight talked about the NORA summit to be held at NSU on November 10th. The focus is "Secrets to Successful Communities." Steve Turner mentioned the upcoming festivities for NSU Homecoming Week. Stanley Young announced a pancake breakfast at the Methodist Church. The next Ambassador lunch will be held November 17th at Charlie's Chicken. Guest Dusty Rhodes invited the board to Heritage Public School to see what the Rock and Mineral Club has been working on.

JoAnn Bradley made a motion at 8:46am to adjourn the meeting. Mike Crawley seconded the motion. The motion passed unanimously.

Signed: _____

Date: _____

Jodeen Worth, TACC Secretary