

Ridgefield

Chamber of Commerce

OUR MISSION:

The Ridgefield Chamber of Commerce mission is to promote and connect the business community with the development of goals, programs, with education that cultivates growth and prosperity

Date | time 5/3/2024 9:00 AM | Meeting called by Dawn (at Tri-Mountain Golf and Zoom meeting)

Board & Committee Members: Dawn Bell, President | Chuck Crider, Vice President | Sharif Burzdik, Events Director | Michael Hanna, Secretary | Scott Flury, Treasurer | Jim Holder, Past President | Kelli Montei, Events Director | Gus Farah, Scholarship Director | Steve Dronen, Events Director | Neil Daly, Director | Kristeen Millett, Blue Crew Director | Shauna Jacobson, Marketing Director | Cindy Lebeau, Membership Director | Rob Aichele, City Council | Barb Holbrook, Chamber Master Director |

| AGENDA ITEM | WHO |
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| <p>Executive Board Meeting</p> <p>Meeting Called to Order: 8:35am Exec Members Present: Dawn Bell, Michael Hanna Exec Members Absent/Excused: Chuck Crider, Scott Flury</p> <p>Discussion: Several topics were discussed and proposed Motions were prepared.</p> <p>Meeting Adjourned: 8:46am</p> | <p>Dawn, Chuck, Michael, Scott</p> |
| <p>Board Meeting</p> <p>Bard Meeting Called to Order: 9:03am</p> <p>Board Members Present: Dawn Bell, Michael Hanna, Cindy Lebeau, Sharif Burzdik, Kristeen Millet, Gus Farah, Barb Holbrook Board Members Absent/Excused: Chuck Crider, Scott Flury, Neil Daly, Shauna Jacobsen Board Slots Open: 1</p> | <p>Chamber Board</p> |
| <p>Standing Items</p> <ol style="list-style-type: none"> 1. Secretary’s Report: Review Minutes from previous month <ol style="list-style-type: none"> a. MOTION: Kristeen Millet to adopt the 4/5/2024 Board Meeting Minutes. Seconded by Sharif Burzdik. Motion PASSED b. ACTION ITEM: Michael Hanna will draft a Policy document and share with the Board. 2. Treasurer’s Report: Income & Expenses / Finance Committee-set up meeting for 2024 budget <ol style="list-style-type: none"> a. Treasurer was absent/excused, so there was no Treasurer’s Report b. MOTION: Dawn Bell moved that we allocate up to \$150 per Board Meeting for breakfast (beverage and breakfast item per | <p>Chamber Board</p> |

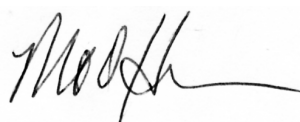
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| <p>person if desired). Seconded by Michael Hanna. Motion PASSED</p> <p>c. MOTION: Dawn Bell move that we create a standing policy that Executive Board members are pre-authorized to spend up to \$100 on operational items for doing chamber business (such as name tags, labels, etc). Seconded by Michael Hanna. Motion PASSED</p> <p>d. MOTION: Dawn Bell move that we keep no more than \$50 cash in the petty cash envelope, and deposit the remaining amount in our Scholarship Fund account. Seconded by Michael Hanna. Motion PASSED</p> <p>e. DECISION: All guests at the “Lunch and Learn” meetings will pay \$5, even for first time (and if a member invites them, the member could pay the \$5 for the guest if they wanted)</p> <p>f. Checking: TBD</p> <p>g. Savings: TBD</p> <p>h. Will be reviewing Scholarship applicants</p> <p>3. Membership count/goal</p> <p>a. Current membership count: 114</p> <p>b. 6 New Members</p> <p>c. 63, Individual Members, 13 Gold, 9 Silver, 32 Bronze</p> <p>d. Collected \$2984 total from all accounts</p> <p>i. Collected \$1150 from delinquent accounts</p> <p>4. Education-WEDA/MAPS/CAPS</p> <p>a. No new updates</p> <p>5. Ribbon Cuttings</p> <p>a. Junebug 5-8 @ 11:00am</p> <p>6. Community Update</p> <p>a. new business report from city</p> | |
| <p>Ongoing Monthly Items</p> <p>1. Wine Down Wednesday (<i>ask venue to donate a bottle of wine for raffle, or provide food</i>)</p> <p>a. May – 3Peaks Public House</p> <p>b. Jun – Ridgefield Raptors- Date change for event June 28th</p> <p>c. Jul – Ridgefield Wine Company</p> <p>2. Members “Lunch and Learn” Meetings - topics and speakers</p> <p>a. May – Using social media professionally to grow your business (Larry Hales)</p> <p>b. Jun – Networking 101 (Andi Costello and Sharif Burdzik)</p> <p>c. Jul – Speed Networking (Andi Costello and Sharif Burdzik)</p> <p>d. Aug – TBD (maybe Clark College)</p> <p>e.</p> <p>3. First Saturdays:</p> <p>a. May-Spring Festival: Cindy</p> | <p>Chamber Board</p> |

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| <ul style="list-style-type: none"> b. June: Big Paddle: Kristeen c. July: Market & Street Fair: Barb d. Aug: City days: Scott e. Sept: Multicultural Festival: Jim f. Oct: Birdfest & BlueGrass: Shauna/Dawn g. Nov: Make a difference: h. Dec: Hometown Celebration: all Board members to decorate tree. <p>4. Business owners</p> <ul style="list-style-type: none"> a. March- Color Run (Dawn) b. April-Ridgefield Green Clean (Neil) c. May-Spring Festival (Cindy) d. June: Big Paddle (Kristeen) e. July: Market & Street Fair (Barb) f. Aug: City days (Scott) g. Sept: Multicultural Festival (Jim) h. Oct: Birdfest & BlueGrass (Shauna) i. Nov: Make a difference (Steve) j. Dec: Hometown Celebration (all Board members to decorate tree) <p>5. Member Spotlight- We need to invite business owners/managers to our events!</p> <ul style="list-style-type: none"> a. May - PepsiCo or BevRidge b. June - PepsiCo or BevRidge c. July - Mounted Patrol d. Aug - e. Sept - f. Oct - g. Nov - h. Dec - | |
| <p>Old Business</p> <ul style="list-style-type: none"> 1. Scholarship - Senior Dessert Day - May 30 (6:30-8p) 2. Collaboration with City/MainStreet 3. Calendar of events on website 4. Website section for scholarship does not allow for multiple uploads | <p>Chamber Board</p> |
| <p>New Business</p> <ul style="list-style-type: none"> 1. Community Update <ul style="list-style-type: none"> a. Jennifer Lindsay, Mayor Pro Tem was a guest and provided updates from the City of Ridgefield b. DECISION: Add on a 30 min City of Ridgefield update to the end of the Chamber of Commerce Board Meeting each month, from 10-10:30am. 2. Scholarship Reviews (Gus) <ul style="list-style-type: none"> a. There are 10 applicants for 3 Scholarship | <p>Chamber Board</p> |

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| <ul style="list-style-type: none"> b. Need to add ability on form to c. ACTION ITEM: Gus will update the form to allow more than one upload/attachment for scholarship application for next year's applicants d. ACTION ITEM: Kristeen will update the website to hide the Scholarship form for now. 3. Pre-registration / check in at luncheon (Barb) 4. Need to update flyers/handouts to update member list/logos (Barb) 5. Marketing class wants to attend next luncheon-during the networking as an opportunity to chat with business owner's needs (Dawn) <ul style="list-style-type: none"> a. DECISION: Will have students join from 11:30a-noon at May "Lunch and Learn" to offer intern services to Chamber members 6. Purchase corn hole boards (Dawn) <ul style="list-style-type: none"> a. Dawn will look into pricing 7. Order checks - sent email to Chuck (Dawn) 8. Dunk tank at an event (Dawn) <ul style="list-style-type: none"> a. Dawn will look into rentals 9. DECISION: Add to Policies that any member in good standing can sit with us at the Saturday events and promote their business, as long as they coordinate with a Board member. 10. | |
| <p>Events</p> <ul style="list-style-type: none"> 1. Scholarship - Senior Dessert Day May 30th @ 6:30-8pm <ul style="list-style-type: none"> a. Ridgefield High School 2. | Chamber Board |
| <p>Open Discussion</p> <ul style="list-style-type: none"> 1. Concert Series - Kristeen <ul style="list-style-type: none"> a. Need MAST training | Chamber Board |
| <p>Board Meeting Adjourned: 10:02 am</p> | Dawn |

Signatures:

President, Dawn Bell : _____ Date_____



Secretary, Michael Hanna:

Date 05/03/2024

*****Next meeting: Friday June 7, 2024, 9:00 AM*****