



**Board of Directors Meeting**  
Minutes  
December 18, 2012

Present: Rhonda Rood, Country Houses (President)  
Laura French, New Hampshire Telephone Museum (Secretary)  
Susan Olsen, Resident Power & Freedom Energy Logistics (Treasurer)  
Bob Lutz, Conveyco  
Cindy Dumais, ReMax  
Lynne Haney, Schaefer Mortgage  
Marc Violette, TDS Telecom  
Sean Bohman, YCN & 3 Bidy's Pet Treats

Missing: Sue Roberts, Fleece & Flower Farm  
Maryann Plass, Colby Insurance & Country Houses (Vice President)

**Secretary's Report** – *Laura French*

Laura reviewed the Secretary's Report from the November 20, 2012 meeting which was distributed previously. A motion was made and seconded to approve the Secretary's report. ***Motion carried unanimously.***

**Treasurer's Report** – *Susan Olsen*

Susan reviewed the balances and activities of all accounts. There is still a question of why there is so much money in the beautification fund. Laura checked with Dan and Cindy (treasurer at the time) who said that all expenses had been paid, so it looks like either some checks weren't cashed or money was deposited into the wrong account.

***Action Item:*** *Susan will continue to research the inflows and outflows of that account.*  
A motion was made and seconded to approve the Treasurer's report with the stipulation that the beautification fund issue be resolved prior to the next meeting. ***Motion carried unanimously.***

A question was raised about what beautification projects have been done using the FOT proceeds and how the town accounts for it. ***Action Item:*** *Marc will contact Mary Whelan to find out how the process works.*

We also thought it would be a good idea to present this year's proceeds (rather than just mail a check) and use it as a PR tool in the next edition of the Kearsarge Happenings. Cindy mentioned that this was strictly a Warner event that the chamber was donating to and asked if that was in keeping with our regional chamber philosophy. This event was

“grandfathered” in and for awhile we tried to keep it separate from the Chamber in response to this concern, however, it has slowly become billed as a chamber event again. The consensus was that if other towns wanted to do the same we would support them in any way we could.

### **Review of Action Items**

Rhonda will deliver – or have Lynne deliver – papers to the Covered Bridge Frame Shop in Contoocook.

Laura reviewed the by-laws and noted that the dues amount is not specifically mentioned in the by-laws so no change was needed. She did clean them up and e-mailed a final copy to all board members, some of whom said they did not receive them.

**Action Item:** *Laura will check with Dan to see which of her e-mail accounts is an authorized account on the KACC distribution list. It's possible the by-laws were sent from a non-sanctioned account.*

Laura e-mailed Dan about the Beautification Fund balance and he said that all expenses from the 2011 Festival of Trees had been paid out. **Action Item:** *Susan will continue researching the inflows and outflows of the account to determine if checks had been cashed or if money was deposited into the wrong account.*

### **Committee Updates**

#### **Education – Laura French**

Will start scheduling Business After Hours and Coffee Chats ASAP.

#### **Membership – Cindy Dumais**

Cindy is getting ready to send out the dues renewal notices and begin a membership drive and asked for clarification on a few items before the letter is sent. She suggested including a coupon for 10% off a new member's ad in the Kearsarge Happenings which the group agreed was a great idea. The 10% difference will be reimbursed to the Happenings account out of the Membership account. She also asked about the brochure and what it will include (see Marketing Committee report). Cindy's goal is to get the dues letters out within a week.

#### **Marketing – Rhonda Rood**

It appears that there was some misunderstanding concerning the Chamber brochure. The group agreed today that we want to keep it a simple tri-fold brochure with a map and business listings and perhaps some information about the area. Currently Rhonda and Scott Hanwell are working on it. If anyone else wants to participate they are welcome. Their goal is to have it available in late March or early April.

#### **Kearsarge Happenings – Maryann Plass**

Laura suggested that the Kearsarge Happenings committee reconvene to try to breathe new life into it. Participation has waned a bit, especially when it comes to newspaper distribution and article contributions. **Action Item:** *Rhonda will talk with Maryann about scheduling a meeting.*

### ***Nominating – Rhonda Rood***

The committee, comprised of Rhonda, Laura and Sean, met last week. Three terms are up this year – Bob Lutz, Lynne Haney, and Sue Roberts. Someone is also needed to fill Marc Violette's last year of his term since he will no longer be employed by an active Chamber member company. Bob is not eligible for renewal because he has served the allowed two consecutive terms. Lynne has agreed to serve a second term and Scott Hanwell of DadoPrint, and Liz, D'Orazio of Sugar River Bank have agreed to serve. Laura had e-mailed Rebecca Courser about finishing up Marc's term but hadn't heard from her as of this meeting. (NOTE – I received an e-mail from Rebecca after the meeting declining the board position.)

***Action Item:*** *Once the slate of officers and directors is complete Rhonda will send it to Dan to post on the Chamber website.*

### **Other Business**

**Retailer Group** – There was discussion concerning the retailer group in relation to the chamber. Specifically, the retailer group needs to decide if they want to be under the Chamber umbrella or be a separate entity. Several issues prompted this discussion: First is the insurance that the Chamber carries and whether or not it covers the retailer group's activities. If the retailers are a sub-committee of the Chamber then they would be covered, however, if that is the case then all members of the retailer group should be required to be chamber members (which was the case in the beginning but we've gotten lax over the years). Second, the retailer bank account falls under the KACC umbrella which makes us ultimately responsible for the money. Third, having the chamber and the retailer group two separate entities somewhat dilutes the overall mission of the chamber. If the retailers don't want to be members of the chamber but still want to do retailer events then the retailer group needs to become their own entity. ***Action Item:*** *Laura will discuss this with the retailers at their next meeting on January 3 and report back to the Board.*

**Annual Meeting** – Rhonda has asked Runner Stone if they would be interested in hosting the 2013 Chamber Membership Meeting. A tentative date of January 30 was set. If they do not want to do it, Rhonda will host it at the exercise studio. ***Action Items:*** *Rhonda will follow-up with Runner Stone. Once a date and location have been set she will let Cindy know so that it can be included in the dues renewal letter and let Dan know so he can post it on the website.*

Next Meeting – January 15, 2012 @ 8:00 a.m. at the Chamber Office.

Meeting adjourned at 9:20 a.m.

Submitted by:

Laura French  
Secretary