



## Board of Directors Meeting

Minutes

August 21, 2013

**Present:** Rhonda Rood, Country Houses (President)  
Laura French, New Hampshire Telephone Museum (Secretary)  
Scott Hanwell, DadoPrint  
Elizabeth D'Orazio, Sugar River Bank  
Graham Gifford, New Hampshire Telephone Museum  
Sean Bohman, YCN & 3 Biddy's Pet Treats  
Cindy Dumais, ReMax

**Missing:** Susan Olsen, Resident Power & Freedom Energy Logistics (Treasurer)  
Marc Violette, Violette Property Rentals  
Lynne Haney, Schaefer Mortgage

Rhonda opened the meeting at 5:05 p.m.

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

A motion was made and seconded to approve the minutes from our July meeting. **Motion passed unanimously.**

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

In Susan's absence, Laura reviewed the balances in the accounts per the August bank statement. A motion was made and seconded to approve the treasurer's report. **Motion passed unanimously.**

### **Review of Action Items**

Susan is going to provide the group with three new insurance quotes, as well as, provide the group with a proposal for combining all accounts. **No update.**

Laura will contact Mike to determine whether he wants the KACC table and chairs returned to him, if we can sell the set, or if we should find a storage location. **Laura emailed Mike again but never heard back from him. Cindy recalled giving Mike a check for the Chamber furniture so it is quite possible that they belong to the Chamber.** [Note: Cindy did some research and found where we did, in fact, pay Mike for the furniture, so it belongs to KACC and can be disposed of as the board sees fit.]

## Committee Updates

### **Networking** – Elizabeth D’Orazio

Elizabeth distributed and reviewed the latest list of Chamber events. After a lengthy discussion it was decided that we would postpone the BBQ to next Spring and scale back the list of events. It was clear that it was an aggressive schedule given the current state of the board. The group agreed to alternate doing Coffee Talks and BAHs each month. A checklist/procedure will be drafted to ensure that nothing falls through the cracks for each event. The following events have been confirmed, however dates and locations still need to be determined for some of them:

#### September

3<sup>rd</sup> – Business After Hours at Upton Chandler House (to be confirmed 8/23) [If confirmed, Laura will notify Dan to post on website & calendar, send an e-mail to the membership, and submit an ad to the Shopper]

19<sup>th</sup> – Coffee Talk: Social Media Forum at the NH Telephone Museum 7-9 p.m.

#### October

Business After Hours at Nancy Kshinka Classical Acupuncture

#### November

Coffee Talk – Jackie Hudkins, Commercial Law

#### December

Festival of Trees

#### January

Annual Meeting at Follansbee Inn

**Action Items:** *Sean will forward the event checklist that he uses at the radio station at which he works; Laura will e-mail Dan to ask that he post events on both the website and the calendar as we send them to him (it will be up to a designated person to send out emails to the membership); Laura will ask Dan to send the board a copy of the membership distribution list for review; Graham will resend to the board her quote for handling the Chamber’s marketing and branding needs.*

### **Marketing** – Scott Hanwell & Rhonda Rood

The brochure has gone to print and will be available early next week.

### **Blood Drive** – Sean Bohman

Sean reported that the August 14 blood drive resulted in 36 pints and that the Warner Farmer’s Market had a good time. A highschooler in town has committed to volunteering at all of the blood drives. Sean was able to talk with someone at the Red Cross so he will now be receiving all notifications and posters for the blood drives. Sean was not sure when the next blood drive will be but said that Magdalen College will probably be the sponsors. [Note: I checked the Red Cross website and there are no Warner blood drives listed for the remainder of the year, so Sean may want to contact them.]

## **Newspaper – Scott/Laura/Rhonda**

The paper was published on time and copies are available at Country Houses for distribution. People aren't picking up the papers in a timely manner, so many of them aren't being distributed. We also need to find someone to pick up the quarterly calendar that Michelle Allen was previously doing. Everyone agreed that this issue, though small, was filled with good content. **Action Item: A newspaper committee meeting needs to be called to resolve some of these issues.**

## **Other Business**

The topic of vacant officer and board member positions was discussed. We are in need of a VP, a Secretary and a Treasurer. Also, this is Rhonda's last year as President so that position will need to be filled as well (Sean offered to step into that position in 2014). Rhonda suggested that current board members step into the vacant officer positions and then we can begin filling the vacated board positions. Scott volunteered to step into the VP position and Elizabeth volunteered to step into the Secretary's position. We now need to find a treasurer. Several names were suggested. Board members will continue the search between now and the next meeting.

There were some questions regarding board terms. Following is the schedule:

Sean Bohman	3 Biddy Pet Treats, YCN	(term expires 01/01/2014)
Cindy Barrett Dumais	RE/MAX	(term expires 01/01/2014)
Graham Gifford	New Hampshire Telephone Museum	(term expires 01/01/2014)
Marc Violette	Violette Rentals & Property Management	(term expires 01/01/2014)
Elizabeth D'Orazio	Sugar River Bank	(term expires 01/01/2015)
Lynne Haney	Schaefer Mortgage	(term expires 01/01/2015)
Scott Hanwell	DadoPrint	(term expires 01/01/2015)

Sean is completing his first 2-year term so he can sign on for another 2-year term. Graham is finishing out a term for someone else so is eligible to complete 2 more consecutive 2-year terms. Cindy and Marc are completing the 2<sup>nd</sup> of their consecutive terms, so they are not eligible to be on the board again until 2015.

Elizabeth and Scott are still in their first 2-year term and Lynne is completing the 1<sup>st</sup> year of her 2<sup>nd</sup> 2-year term.

Action Item: Per the by-laws Rhonda will need to form her nominating committee in October; Laura will e-mail Elizabeth the template for the meeting agendas and minutes.

The meeting adjourned at 6:50 p.m.

**Next Meeting – Wednesday, September 25 at 5:00 p.m. in the lower level meeting room of the NH Telephone Museum.**

Submitted by:

Laura French  
Secretary