

**Williamson Chamber of Commerce
Town Hall Complex Conference Room
January 27, 2016
Approved February 24, 2016**

PRESENT:

Officers: President Lorraine Lewis, Vice President Anthony Verno, Secretary Jacqueline Walker
Directors: Sarah Jacobs, Cynthia Baran, Dorothy Orr

WELCOME AND CALL TO ORDER:

President Lewis called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE:

President Lewis led all in attendance in reciting the Pledge of Allegiance.

MAIL/COMMUNICATIONS:

- Thank You letter received and read from Jim Hoffman.
- Note received from Divina Mc Naney thanking Chamber for the recognition certificate for her breast cancer run.
- Chamber received a request for help from a Denise Pioch for toy donations for her 7 year old granddaughter for Christmas. President Lewis obtained private donations for purchasing gifts, a turkey and a \$50.00 GiftCheck to help the family.
- Note received thanking President Lewis for assistance in locating burial plot.
- An e-mail note from Dottie and Perry Howland about their positive experience in purchasing a GiftCheck during the holidays.

MEETING MINUTES

A draft of the minutes of November 18, 2015 having been previously distributed was approved unanimously on a motion by Director Baran and second by Director Jacobs.

FINANCIAL REPORTS:

Daily Account and GiftCheck Account

President Lewis noted the KeyBank Daily account statement balance is \$7133.61 and the GiftCheck account balance is \$2437. She indicated that Secretary Walker has reviewed both account statements with transactions. Secretary Walker verified both account statements matched the Quickbook transactions. Secretary Walker moved that the Key Bank Statements for each account and the Quickbooks reports for each account be accepted and placed on file. Seconded by Vice President Verno. All in favor.

2016 Budget

President Lewis presented a draft of the 2016 Budget. Balance in the daily account as of January 1, 2016 was \$2904.11. Projected revenue was \$3000 from membership and \$145 from expired GiftChecks. Costs related to events (Family Fun Day, Halloween Event, Veteran's Dinner, Awards dinner) totaled \$4114. Adding the January 1st bank balance of \$2904.11 and the projected membership dues of \$3000.00 and the transferred expired GiftChecks amount of \$145 the total available projected cash would be \$6049.11. The costs of event expenses is projected at approximately \$4114. The projected income minus the projected events expenditures leaves a balance of \$1935.11.

Additional costs related to Business Enhancement Award, our educational scholarship, Milestone Awards etc. total \$1050. This total subtracted from the balance of \$1935.11 results in a projected year end net of \$885.11. Secretary Walker noted that no revenue was projected for the Awards Dinner, Halloween Event and Family Fun Day. This prompted a discussion about acquiring sponsorships for these events and showing a profit. The budget will be revised to show revenue of \$600 for Awards, \$500 for Family Fun Day and \$500 for the Halloween Event. A new line item will be added to the budget under Income called Solicited Funds. This will show a projected income of \$1500. The revised budget will be reviewed again next month.

MEMBERSHIP

There are 45 members to date.

FUNDRAISING

At the next meeting we will discuss fundraising in more detail. Some ideas were offered during the discussion of the budget such as having sponsors for the awards dinner.

COMMUNITY

Christmas Decorations

President Lewis led a general discussion of the need to improve Christmas decorations in the town. It was noted that the Mike and Dorothy Orr plus their family put up the Christmas tree and decorate it. President Lewis noted the problems are the old lighted snowflakes and the lighted miniature trees that the Garden Club installs as they are in bad shape. She mentioned about how years ago she had talked to the individual businesses about a common theme like Ontario has and putting lighted garlands in the windows at street level. Officer Walker asked Vice President Verno if he would talk to the Town Board about budgeting money for decorations and get back to us with their answer. It was noted that the BID has some funds for new decorations. A suggestion was made to have a meeting with the Chamber, Bid and Garden Club to discuss decorations.

COMMUNITY (CON'T)

Halloween Event

President Lewis noted the paperwork for the Halloween event has been completed with the school. The event is scheduled for Friday October 28, 2016.

MISCELLANEOUS

President Lewis noted that she sent an email to members reminding them that they can e-blast or post on facebook information regarding their businesses.

NEWS TO SHARE

Vice President Verno indicated the town had received a grant to solarize Williamson and that a town meeting is tentatively scheduled for February 24 at the high school. Notice will be published and sent to residents. The purpose of the meeting is to explain the project and give businesses and residents a chance to sign up for the program. The Chamber will eblast announcement of the meeting and place it on their Facebook page.

President Lewis announced the development of a new Facebook page associated with the W-PHS named "You know you're from Williamson if you remember...". This page is for residents to post old pictures and their memories of Williamson and then other resident can comment on the photo also. She noted Fairport has a page like this that is successful.

NEXT MEETING:

The next Chamber meeting date is schedule for Wednesday, February 24th which is also the tentative date of the public meeting for Solarize Williamson. If needed, the Chamber will change our meeting to either the 17th or March 2nd.

ADJOURNMENT:

On a motion by Director Baran and second by Vice President Verno, with all in agreement, President Lewis declared the meeting adjourned at 8:15 PM.

Respectfully submitted
Jacqueline Walker, Secretary
1/31/2016

Reviewed with corrections
Lorraine Lewis, President
1/31/16