

**Williamson Chamber of Commerce**  
**Meeting Minutes**  
**February 26, 2014**  
**7:00 PM, Town Hall**

**PRESENT:**

**Officers:** President Lorraine Mason, Vice President Jim Hoffman, Secretary Perry Howland, Treasurer Randy Peck.

**Directors:** Sarah Jacobs

**Member:** Mike Orr

**Welcome and Call to Order:** President Mason welcomed all before calling the meeting to order at 7:08 PM.

**Pledge of Allegiance:** President Mason asked all in attendance to stand and join her in the Pledge of Allegiance.

**FINANCIALS:**

1. **Taxes:** President Mason asked if taxes had been paid. A 990-N needs to be filed. Treasurer Peck will follow-up with Cole's.
2. **Rent:** President Mason reported that the lease from the town had been received and signed.
3. **Monthly Reconciliation Report:**  
President Mason stated that she would like to see a monthly reconciliation report of income and expenses instead of a collective report.
4. **Gift Checks:**
  - a. President Mason and Director Walker were not able to put together a policy but will do so by the March 27 meeting.
  - b. President Mason will send an updated list of participating GiftCheck members to Treasurer Peck and Melinda VanEenwyk at Cole's.

**BUDGET:**

This was not discussed due to absence of Treasurer Peck and three of the four Directors. Will be put on the agenda for next meeting.

**PROPOSED CHAMBER SERVICES TO MEMBERS:**

This will be placed on the agenda for the next meeting on March 27 due to lack of attendance.

**MEMBERSHIP:**

1. President Mason reported that there are 61 Chamber members as of this date. An updated list of 2014 members dated 2/26/14 was passed out, with 13 new members shown.
2. President Mason would like to see a membership business directory compiled but do to the membership changes from year to year she proposed the possibility of a directory of all Williamson businesses highlighting those that are Chamber members. This directory would not need to be done on an annual basis saving the Chamber money. We could ask Chamber members Al and Elise Knataitis to print the directory. To aid in compiling this type of directory, Vice President Hoffman will ask the Wayne County Clerk's Office if they can sort Town of Williamson businesses out of their database.

**WEBSITE:**

President Mason reported that the last large bill for creating the website has come in, and that the site is looking very nice. President Mason will ask if Salmon Creek Media can install a hidden counter to check how often it is accessed. President Mason noted that the chamber by-laws are located on the website and are downloadable. Meeting minutes will be added to the website following their approval.

### **OF THE YEAR AWARDS:**

Secretary Howland will place ads soliciting nominations and announcing the upcoming award dinner. President Mason noted that nomination forms are available on the chamber website and at the Williamson post office. President Mason and BOCES Chef Brad Yearwood have been in contact about the menu and prices for the dinner.

### **MILESTONE AWARDS:**

President Mason announced that there are currently seven businesses celebrating milestone and proposed honoring these businesses at the awards dinner. We would give each business one a complimentary ticket to the awards dinner.

### **DOWNTOWN ISSUES:**

President Mason acknowledged that a Main Street business owner had requested help in addressing several issues facing the downtown businesses. A consensus from those present at the meeting was that the chamber step back to allow the BID, town officials and law enforcement agencies to deal with the situation. The business owner thanked the chamber for their response.

### **LETTER REGARDING ROUTE 104:**

Vice President Hoffman made available to those present a four-page letter from Fife Noto requesting that Rt.104 become a four-lane highway with no center median from Pound Road to Townline Road. The bulk of the letter focused on safety concerns on that stretch of Rt. 104 involving vehicles turning into businesses, truck traffic and the increasing usage of the road. The town board has sent the letter on to the Wayne County Engineer and the NYS Department of Transportation, as this is a state highway. Vice President Hoffman stated that the town board acknowledged receipt of the letter and are awaiting the response from the NYS DOT.

### **NETWORKING EVENT:**

President Mason announced that there will be a networking event with the Ontario Chamber at Wilbert's in Ontario. She will contact Luke DeFisher at Apple County Spirits about hosting a networking event there but noted that he/they are not chamber members as of yet. She mentioned that Young-Sommer Winery is another possible location for a networking event.

**MEETING MINUTES:** President Mason will email copies of the corrected and amended January 22, 2014 meeting minutes to all officers and directors, and these will be voted on at the March 27 chamber meeting.

### **FINANCIALS (Continued):**

Treasurer Peck provided a Treasurer's Report dated January 26, 2014, noting that dues are up. President Mason repeated her request to receive a monthly reconciliation report and Treasurer Peck will send these out by email prior to the March meeting. These reports will only be available to chamber members. As to President Mason's question about deposits of chamber funds, Treasurer Peck reported that deposits were made that day. President Mason asserted that she would like to see funds deposited as they are received.

Treasurer Peck reported that the 990-N e-postcard for 2013 was taken care of and that 2012 was not done, and he will be working with Cole's as this process needs to be done another way.

With regards to the updated GiftCheck list of participants, Treasurer Peck will get these to Melinda at Cole's.

As there was no quorum, all financial reports needing approval will be approved at the March 27 meeting.

### **NEXT MEETING:**

**The next Chamber meeting will be on THURSDAY, MARCH 27, 7:00 PM in the Williamson Town Hall Complex Conference Room. NOTE CHANGE OF DAY AND DATE FOR THIS MEETING.**

**NEWS TO SHARE:**

Vice President Hoffman reminded all of the celebration for retiring Town Historian Chet Peters, to be held in the Courtroom of the Town Hall on Saturday, March 15 from 2:00 p.m. until 4:00 p.m. He also reported that the Chamber had been listed in the Wayne County Community Directory.

Member Mike Orr announced the proposed signage availability for Main Street businesses and owners. He also mentioned that coping with the intense winter has been a challenge for businesses on Main Street.

Director Jacobs noted that the January Recreation Committee meeting had been cancelled.

**ADJOURN:**

President Mason declared the meeting adjourned at 8:05 p.m.

Respectfully submitted,  
Perry Howland  
Secretary

Voted on with amended changes and anonymously accepted – March 27, 2014