

Williamson Chamber of Commerce
Meeting Minutes
May 28/June 4, 2014
7:00 PM, Town Hall

PRESENT:

Officers: President Lorraine Mason, Vice President Jim Hoffman, Secretary Perry Howland

Directors: Sarah Jacobs, Jackie Walker

Welcome and Call to Order: President Mason welcomed all before calling the meeting to order at 7:00 PM.

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

Announcements:

1. President Mason announced that Director Dorothy Orr may be out for some time due to illness. She feels we need a replacement for former Treasurer Peck and Director O'Brien and possibly a temporary replacement for Director Orr. The Chamber constitution/by-laws has nothing for replacement of officers/directors in emergency situations. Director Walker volunteered to address both: 1. Emergency replacement of director/officer and 2. Quorum in emergency situations.

Mail/Communications:

1. President Mason reported that in response to a request from the Williamson-Pultneyville Historical Society she has placed a full page ad similar to the Apple Blossom ad in the upcoming Homecoming Booklet at a cost of \$100.
2. President Mason stated that Master Gary Evarts from Kuk Sool Won, Williamson, invited her to attend a ceremony on June 21st at Casey Park in Ontario, celebrating the World Kuk Sool Won Association's 40 years in the USA, 35 years in Wayne County and 27 years in Williamson. President Mason will make up a milestone certificate from the Chamber to present to In Hyuk Suh, Kuk Sool Won's Grandmaster from Japan in recognition of this

Meeting Minutes:

1. Director Walker, seconded by Director Jacobs, moved to accept the April 23, 2014 draft meeting minutes as submitted and all were in favor.

Financial Report:

1. President Mason presented the Chamber Reconciliation Daily Detail account sheet dated April 30, 2014 and following a motion to accept the report by Director Walker, seconded by Director Jacobs, all approved the report.
2. President Mason presented the banking statement for the Daily checking account dated May 31, 2014 and following a motion to accept the report by Director Walker, seconded by Director Jacobs, all approved the report.

GiftChecks:

1. President Mason went back to the beginning of the GiftCheck checking account dated December 15, 2010 and noted that as of May 31, 2014 there was \$1508.18 in the account. There is a \$91.10 discrepancy with KeyBank. Director Walker stated that if there is a discrepancy it is a common accounting practice to set up an account under expenses called "reconciliation discrepancy." She recommended that the amount be put there to allow the books to balance. After further discussion it was decided to use the check column to "fix" the discrepancy, placing the \$91.10 there to allow the account to balance. Director Walker then moved to accept the May 31, 2014 GiftCheck account statements, and following a second by VP Hoffman, all were in favor.

Proposed Services to Chamber Members:

President Mason asked Director Walker to revisit her sheet entitled "Ideas for Services" that was passed out at the April 23, 2014 meeting. Seeking to highlight what might interest current members, Director Walker felt that a welcome package for new residents that included a directory of businesses as well as town departments was a 'must-do.' Director Jacobs suggested including a small GiftCheck. Director Walker also felt strongly that we need to compile a list of current and new businesses. Much discussion ensued, as there is a \$100 cost to get business listing from Wayne County. It was suggested that an ad/article be placed in the Sun & Record and Pennysaver seeking business information. Consensus was to have VP Hoffman request an electronic version of all Wayne County business listings and the Chamber use sorting software to get Williamson listings. Plan B is to produce a Williamson Business Directory for free, using mail and E-blast to solicit business information. A third suggestion was to hold coffee klatches for new business owners, inviting town officials. To the suggestion that the Chamber come up with a new banner/signboard, Director Jacobs will get a quote from The Lettering Lounge for an A-frame with wording to the effect: Williamson Chamber of Commerce Welcomes Grand Opening of (Business Name) that could be reused by just substituting the name of the new business. Also suggested was purchasing an oversized pair of scissors and ribbon. Director Walker will work up a proposal of what the Chamber could/would do at the grand opening of a new business in Williamson. Director Walker felt that the Chamber needed a detail plan to map the process flow for all three proposals, to be completed this year so that it could be rolled out in 2015.

Membership Directory:

President Mason requested that all notify her if they know of a new business opening in Williamson.

Follow-Up-Networking Event:

1. President Mason has talked with Dave and Luke DeFisher at Apple County Spirits and told them that the Chamber only holds events at Chamber member locations.
2. President Mason reported that the 'Of the Year' Awards Dinner went \$56 over on expenses.

NEXT MEETING:

The next Chamber meeting will take place on Wednesday, July 23rd in the Williamson Town Hall Complex Conference Room at 7:00 PM.

NEWS TO SHARE:

1. Vice President Hoffman reported that he attended a Governor Cuomo event at RIT that morning and a 100th anniversary celebration at K. M. Davies.
2. Director Walker announced that a joint fundraiser between W-PHS and the Gatesingers had raised approximately \$87,000 towards a goal of \$100,000, with June the sunset month if a person wanted to get their name on the commemorative plaque.
3. Director Jacobs passed out flyers advertising Family Fun Day and requesting donations, and President Mason will E-blast the letter as well.

ADJOURN:

Upon a motion by Director Walker, second by Director Jacobs and VP Hoffman, President Mason declared the meeting adjourned at 8:35 p.m.

Respectfully submitted,
Perry Howland
Secretary

Reviewed by President Mason 6/24/14