

West I-10 Chamber of Commerce

P. O. Box 100, Pattison, Texas 77466

Board of Directors Meeting

September 4, 2014 – 7:30AM

At

Igloo Products Corp – Lobby Conference Room
777 Igloo Road, Katy, TX

Board of Directors: Bill Fry (2), Adam Traweek (1), Corinne Hillsman Vahalik (5), Jim Vaughn (3), Barry Koch (4), Steve Pierson (6), Rich Gussert (7)

MINUTES OF THE MEETING

Attendees: Bill Fry, Adam Traweek, Corinne Vahalik, Steve Pierson, Barry Koch, Rich Gussert, Website Chairman Paul McConnell, Arnold England, Julie Ormond

Absent: Jim Vaughn

Quorum recognized and the meeting was called to order at 7:30 a.m. by President Bill Fry. Invocation by Steve Pierson

Action Items:

- A) Motion was made by Barry Koch, second by Adam Traweek, to approve the Aug. 7, 2014, BOD minutes. Motion carried unanimously.
- B) Motion was made by Rich Gussert, second Barry Koch, to approve the financial reports and invoices for August 2014 as presented; motion passed unanimously.
- C) Approve new membership applications for City of Katy, Waller County DA Elton Mathis and Rise Communities LLC. Motion to approve made by Steve Pierson, second Barry Koch, motion carried unanimously.
- D) Discussion regarding re-instating December Luncheon. Motion made by Steve Pierson to approve, second Barry Koch, motion carried unanimously.
- E) Discussion regarding December Board Retreat Date and Venue. Motion to postpone made by Steve Pierson, second Corinne Vahalik, motion passed.
- F) Motion made by Steve Pierson to approve up to \$200 expenditure for Chamber Booth at Royal ISD Fall Festival on October 17th. Second Barry Koch, motion passed unanimously.

Discussion Items:

G) Committee Reports:

EDUCATION COMMITTEE (Rachel Hillsman) – Rachel sent in the following report
Fall Carnival at RHS will be October 17th, 2014. Chamber is planning to have a booth. Prizes will be ordered from Oriental Trading. School Treasure Chest assortment with 100 pieces is priced at \$20.00. We will need approximately

500 pieces. We need to get approval from the Board for at least \$200.00 for prizes and supplies (if needed). We need volunteers to work booth. First At-Risk Student luncheon scheduled for Wednesday October 8th, 2014 in the Board Room of the RISD Administration building. We will have 2 more luncheons this semester; November 12th and December 10th (pending approval of DAEP administrator).

Library/book fair donation checks have been prepared and will be delivered this week by Rachel Hillsman.

Pictures will be taken and sent to Julie for newspaper distribution.

PROGRAMS COMMITTEE (Open) No report

FUNDRAISING COMMITTEE- Steve Pierson official resigned from this committee. Barry Koch will chair committee

MEMBERSHIP COMMITTEE (Open) – No report.

PUBLIC RELATIONS & ADVERTISING (Open) – Julie sent latest luncheon notice to Times Tribune

WEBSITE (Paul McConnell) – Will update website with latest minutes and newsletter

GOVERNMENTAL AFFAIRS (Adam Trawick) – No report.

ECONOMIC DEVELOPMENT (OPEN) – Arnold England present and interested in joining committee. Arnold will coordinate with Jon Strange.

ANNUAL BANQUET (Roberta Meader) – Not present to report. Julie will coordinate with Roberta. Corinne volunteered to help with sponsorship request letters.

H) Old Business:

- 1) Administrative Director's Report (Julie) – Office supplies needed- ink and paper
- 2) Membership status – New members have been updated in CM, goal to have QuickBooks and CM reconciled and invoices sent out by email and hard copy by the end of September.
- 3) Accessing ChamberMaster database – Paul added Julie to CM and she now has access to CM

I) New Business:

- 1) BOD Election: September Luncheon-7 candidates for 3 open positions- sample ballot submitted and approved.
- 2) September Member Luncheon Tues. Sept. 9 at DEC with Dalton Discovery Park Program by the Brookshire Youth Foundation with a fajita lunch from Galileo's

J) Open discussion & other business: Rise Communities LLC interested in Chamber Address List for groundbreaking in early October. Julie will provide list and offer Chamber help in groundbreaking. Certified Mail from Frost Insurance regarding upcoming cancellation of insurance policies. Paul to get quotes and get insurance coverage by Tuesday September 9, 2014. BOD and Julie to assist in this urgent matter.

K) Closing:

- 1) Next Meeting Date: **Thursday, Oct. 2, 2014, 7:30am at Igloo**
- 2) Meeting was adjourned at 8:09am