

Board of Directors

Minutes

Thursday, April 1st, 2010
3:00 pm

Call to Order

Andrew Perry

Andrew called meeting to order at 3:12pm
Directors in Attendance: See attached
Staff in attendance: Mysty Rusk, Erin Wiedeman

Action Items from Last meeting

Andrew Perry

Action	Responsible	Deadline
L. Hutchens to follow up with Hal regarding attendance at CBCC BOD mtgs.	L. Hutchens	03/25/10
BOD review list of candidates. If directors are interested in speaking with someone on the list, or know if someone would/would not be interested in running contact M. Rusk	BOD	Ongoing
If BOD knows of potential candidates, refer their names to M. Rusk. Seriously looking for candidates to fill the following wards: David Hamby, Jeanne Raymond, Richard Hervey, Mike Beilstein.	BOD	Ongoing

Strategic Planning

Andrew Perry

Tiered Structure

*M. Corwin continues work on this. Timing reviewed today. Shoot to move toward 2011, best case scenario the end of 2011. No definitive date. Progress continues w/M. Corwin & MSC Committee

Membership Services

Mysty Rusk

*The Committee recently met w/all local programs to discuss meeting needs of local businesses. The intention of moving to tiered membership is not to take over other programs, but to meet needs of local persons/businesses.

Economic Development

Lyle Hutchens

*The Economic Development Committee has all but resigned to the fact that there will be no ED funding from the county. There is also a strong possibility and expectation that funding from the City has potential to be reduced or eliminated for next fiscal year. There is an immediate need to take internal action regarding the survival of ED program. Development of the ED programs and recruiting strategy is all in jeopardy. Funding loss total from County & City is approximately \$105k (includes EZ mgmt, AIP & ED operations). Continued discussion regarding the local capacity to support programs without the County & City. Questions raised: should CBCC continue to pursue the AIP & EZ management if ED funding is not received. Letters have gone out with donation requests to approximately 250 persons/businesses. Issue that goes beyond next fiscal year (Hal Brauner) regarding funding. Is it a phase down, phase out, elimination, continue. Is the Business License Fee going to be a way to fund Economic Development for FY12.

*M. Rusk met with Andy Noonan (Attorney in Albany) regarding County contract. Based on contract and how it's written, County has taken no action to ask CBCC to not provide services, his proposal is to write a friendly letter to maintain partnership. There is a reasonableness for Benton County to pay for services, as services have been and continue to be delivered on. Suggested for a request for the monies to be paid, and holding Elected Officials accountable. The contract is written in a way that the initial agreed upon amount shall be paid if a new amount is not negotiated and agreed upon with each new fiscal year. CBCC is still delivering.

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*N. Fowler recommends taking action regarding documenting the work/services provided immediately. Note, the BOD had a discussion and determine there are no immediate steps to limit services provided to County/City due to services provided to both. There is no way for the Chamber to mitigate losses, as services performed are covered under City & County funding.

*Discussion regarding how to move forward with Economic Development with the probable funding cuts. Strategic Planning Committee recommended that the Chamber continue ED work through April, and review at that point based on budget with possible donations & contract monies received in. This item will be on Agenda at Council meeting on May 4th. Budget Commission meets on May 11th and will hear public testimony.

*Due to financial situation of CBCC, it will need to be reviewed in May and determine how to move forward. CBCC & ED has reduced expenses this fiscal year. There will be staff pay freezes, furlough days to be taken, expenses reduced additionally in order to meet budget.

*The Lottery Dollars are lower which drastically affected the County's budget.

*County has paid into Economic Development into Business Enterprise Center this fiscal year.

*Possible issues w/City & County Funding:

*City says if County does not participate it's likely the City won't participate either. There was continued discussion from Council regarding the purpose of the City paying into statutory requirements from the County. Likely that Social Services funding will be reviewed alongside Economic Development Funding at future Council Meetings, while discussing cuts to ED in FY11 budget. The question is posed: Why would ED be cut if Social Services input continues, and vice versa.

*Jay Dixon has scheduled an appointment with Andrew Perry for Monday, April 5th. Andrew intends to have CBCC BOD representation with him to discuss.

*More ED follow up next month after more funding information continues. If CBCC moves forward with private funding only, BOD members will need to become financially engaged with the efforts. CBCC needs to get to a point where ED can continue on, maintain, make progress of building programs in hopes of future funding from City/County if funding is canceled.

*In the last 6 years, CBCC has doubled private dollars. The Chamber has developed new ways for ED programs to be funded. Possibly moving to a partially fee for service based, private funding, possible funding from additional counties. "Pay to play structure" also possible. ED program has made a significant amount of progress and community will suffer long term if this program is canceled.

*Each Director was asked to make a personal donation into the ED program. Important for Chamber/ED to be able to say there is 100% Board participation, it is necessary in moving forward to fund this program.

Government Affairs

Misty Rusk

*Need to continue search for Local Elected Officials

*Formed 3 subcommittees that will begin meeting within next month to review legislation and potential items affecting business and recommending necessary action, and relaying information to Government Affairs Committee

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Marketing

Mike McNally

- *Lifestyle publication, "Look for the Blue Sign" campaign (buy local)
- *Possibility for placing Chamber "buy local" campaign on the Local Access Channel
- *WIB & Trend-watchers are now available via video on web site

Finance

Ron Stevens

- *Golf Tournament is looking to be a big fundraising plus for the CBCC
- *Continued push for investment into ED program
- *March is at a negative due to paying out previous event expenses
- *Finance committee has met and continued to review budget with current changes/ED issues

Prosperity That Fits Committee

Pat Lampton

- *Brainstormed ideas re: annual town hall meeting. Likely to occur in 4th quarter. Looking to create large changes to town hall to bring in additional changes.
- *L. Roylance has resigned. PTF chose not to fill position due to budgetary constraints, also due to City and County funds.
- *Mark brought forward the conversation regarding financial investments from City likely to cease. No money to directly try to push process along. County is not vested in the idea. City has been the supporter from the beginning, and continue to have an interest and are reviewing how to support it when also trying to cut their budget.
- *L. Roylance was employed here since March 3rd, 2005. Was a very good employee. She has started her own business (women's running apparel,etailing).

Economic Development BOD Investment

Mysty Rusk

- *Report/discussion above in Economic Development. Request was made to each Board Director to make a personal investment to the Economic Development program.

Consent Agenda

Andrew Perry

Minutes

Finance Report

Membership Report

Motion to approve: Bob Grant

Second: Ron Stevens

All in favor

Other Business

Andrew Perry

- *Spring Clean-up Day (Bob Grant organizing): Power washing, cleaning gutters, etc. This day will occur on a Saturday morning. April 24, May 1, May 8 (8am-12pm). Will doodle BOD.

President's Report

Mysty Rusk

President's report attached.

*Review Master plan, aqua color items are goals completed or program maintaining by CBCC YTD.

*Tiered structure expected to be implemented within 1 year.

2.2.2: Chamber New Member Recruitment: \$3k per month in new membership is budgeted. One way to make up funding is to increase membership numbers. There are 5 programs identified to boost membership recruitment.

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- *Reinstatement Incentive Program
- *Member to Member referral plan
- *Ambassador/BOD member drive
- *Neighborhood Targets Program
- *Industry Targets

*Bend Chamber is now offering healthcare to members. Healthcare plan reviewed for CBCC to offer. Tangible benefit for members that is competitive and unique. There is possible value for the Chamber in reviewing the workers compensation plan offerings as well.

*Document Review is in progress. Finance committee reviewed the Finance section. Document review committee (L. Hutchens & M. Andresen) met and began review of the Bylaws and reviewed proposed changes. Continued review needed in voting section. Additionally the proposed makeup of the Executive committee, suggestion to tie SPC into the Executive to cut down on meetings. Possibility to force Chairs of committees to be Board members so that this will be possible.

*Action Plan review. Meetings Local Elected Officials occurred. AR 90+ is now under 20%. Two grants submitted to City on March 31, 2010. Basic operations request (\$100,000.00) and supplemental marketing request (\$47,500.00).

*Golf Committee sponsors occurred, NW Natural and BiCoastal Media. Will be held at Corvallis Country Club. They were very accommodating and have met all requirements. Outside caterers, carts, price reduction, very cost competitive. Contract signed and date secured.

*Jennifer Gardner will be holding a program to increase women's attendance.

Executive Session

Andrew Perry

No executive session held

Action Items for Next Meeting

Action	Responsible	Deadline
Email Member Prospect list to BOD	M. Rusk	04/02/10
Donate monies to ED program	BOD	Open
Continue to refer potential candidates to M. Rusk	BOD	Open
Draft bylaw review. Submit input/proposed changes to document Review committee	BOD	05/10
Send full version of Bylaws w/track changes reflected to BOD	M. Rusk	04/02/10
Submit golf sponsors & players to CBCC	BOD	Open
Send Doodle for CBCC Spring Cleaning Day	M. Rusk	04/02/10

Adjourn

Andrew Perry

Andrew Perry adjourned the meeting at 4:40 pm.

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Board of Directors Attendance

Last Updated: 04/01/10

Last Name	First Name	Business	Title:	SPC's / Assignments	Term Ends June of:	J	A	S	O	D	J	F	M	A	M	J
Perry	Andrew	Corvallis Clinic	Chair	SPC, EVP	1st, 2011	X	X	X	A		X	A	X			
Gazeley	David	Citizens Bank	Immediate Past Chair		1st, 2011	X	X	X	X		X	X	X			
Stevens	Ron	Samaritan Health Services	Treasurer/Secretary	SPC, Finance (Chair)	2nd, 2011	X	A	X	X		A	X	X			
Cleland	Katherine	Cleland Marketing	Director	ED	2nd, 2011	X	A	X	X		X	X	X			
Andresen	Matt	Independent	Director	ED, Marketing	1st, 2011	X	A	X	X		X	A	X			
Crowe	Chuck	ATCO America	Director	ED	2nd, 2011	X	X	X	X		X	X	A			
Grant	Bob	Bob Grant Construction	Director	GAC	1st, 2011	X	X	X	X		X	X	X			
Johnston	Doris	Pacific Power	Director	GAC	2nd 2010	A	X	A	X		X	X	X			
Davidson	Cloud	Cloud9 / Downward Dog	Director	GAC	1st, 2011	X	X	X	A		A	A	A			
Lampton	Pat	Inkwell Home Store	Director	GAC, PTF	1st, 2011	X	X	X	A		X	A	X			
Fowler	Nick	Perpetua Power Source	Director	ED	1 st , 2011	A	A	A	X		X	A	X			
Shonnard	Chris	Shonnard's Nursery	Director	Marketing, MSC	1st, 2010	X	X	X	A		X	A	A			
Starker	Bond	Starker Forests. Inc.	GAC Chair	GAC	1st, 2009	X	X	X	X		X	X	A			
Hughes	Jamie	Anderson Group	Director	Finance	1st, 2011	X	X	X	X		X	X	A			
Hutchens	Lyle	Devco Engineering	ED Chair	ED (Chair)	1st, 2011	X	X	X	A		X	X	X			
Klemm	Robin	Oregon State University	Director	Marketing	1st, 2011	X	A	A	A		A	X	A			
Kuhlman	Jim	State Farm Insurance	Director	MSC	1st, 2011	X	X	X	A		X	X	X			
McInally	Mike	Corvallis Gazette Times	Director	Marketing, Fin.	1st, 2011	X	X	X	X		X	X	X			
Brauner	Hal	Corvallis City Council	Liaison			A	A	X	X		A	A	X			
Dixon	Jay	County Representative	Liaison			A	A	A	A		A	A	A			
Curtis	Wright	Curtis Wright Consulting	Marketing Chair	SPC, Marketing		A	A	A	A		A	A	A			
Corwin	Mike	OSU Federal Credit Union	MSC Chair	SPC, MSC								A	A			