

Board Meeting		
Thursday,	12:00PM	Chamber Office – 404 Hwy 80 West
Meeting Called to Order	Adam Bridges, President	
Type of meeting	Board of Directors Regular Meeting	
Facilitator	Adam Bridges	
Note taker	Susan Eiseman	
Attendees	Adam Bridges, Steve Cannavaro, Maurice Jackson, Marty Jones, Marcus McBride, James Sullivan, Jabron Webster, Richard Weaver	
Excused	Daniel Cloutier, Becca Iwanski, Steve Larson, Whitney Ray, Veronica Voisine	
Staff	Pam Southard, Kathy Smith, Susan Eiseman	
Guests	Mayor Mike Lamb	

A. Confirm quorum / Call meeting to Order

Adam Bridges called the meeting to order at 12:05 PM and noted that we have a few people out but confirmed we have a quorum.

Adam Bridges: asks for a **motion** to amend the order of the agenda to accommodate our guest Mayor Mike Lamb. Marcus McBride: **Motion** to amend the order of the agenda for our guest Mayor Mike Lamb. Steve Cannavaro: Second. Adam Bridges: **Motion** carried.

E. Old Business

1./ 2.

Adam Bridges: I will ask Pam to introduce our Guest. Pam Southard: I would like to introduce Mayor Mike Lamb. Mike Lamb: I am glad to be here, you all do a wonderful job; Pam, her staff and the Board. I have been Mayor for 13 years and known multiple Chambers of Commerce, and now we are finally working together. First, I want to say you are doing an excellent job. The City of Pooler has this tax money and we must give a portion of that to you. And again, we work well together, we could change this, but we're not going to. We really like the Billboards, they promote the City, people call City Hall and say they saw it. We want people to know they are I Pooler, we like our name out there. We're not going to tell you how to spend this money, if you're concerned about that, then we're not working well together, and there'll need to be a new Council. This Council is VERY happy with the Chamber of Commerce and the way they are spending this money. Be careful of what you save for a rainy day, what you save, you may not be able to spend. Spend it. You owe it to the Members, especially the hotels. And there are more hotels coming. I want to re-assure you there is no problem on our end, and we don't want you to think there is and back away from the billboards. Steve Cannavaro: We have a great group here, I have heard the previous Chamber of Commerce stories...and we all take this very seriously. It's exciting for me, Pooler is, now all my friends stay with me in Pooler when they visit, it's a real bedroom community, but earning its own spot and I am happy to be a part of it. Mike Lamb: Now, Greenville, I was amazed and while it

will take 25 – 30 years, we can do that too...have festivals and green walking space and re-vitalize this section. Marty Jones: Yes, we all get along well and are committed to the Chamber and the community. We work very hard at justifying the finance of the Chamber / Tourism. Richard Weaver: The level of dedication of all of us is outstanding. No stone is left unturned, we have open discussions, sometimes we agree to disagree. We dissect numbers and spend time to make it right. We appreciate the City as well. Mike Lamb: We consider you all good friends, we may disagree, but we all keep talking. I just wanted to bring attention to the billboards and that discussion. We like them. Thanks for having me. Pam Southard: The history on this is 3 months ago we talked about whether or not to renew the billboards, and I talked to Mayor Lamb and said, “what are your thoughts”? I wanted to hear their thoughts on the billboards, and I wanted you all to hear their thoughts so I invited Mayor Lamb to come here and tell us all. Steve Cannavaro: The billboards are reasonable. Pooler has set a precedent. James Sullivan: We’re saving \$1700 a month in advertising, this helps small businesses. Susan Eiseman: By the way, City Hall is looking fantastic, the landscaping is well done and every time I go, there is new directional signage and it’s all just great. Pam Southard: When is the date for the Grand Opening / Open House? Mike Lamb: Waiting on the railings! Adam Bridges: It’s an honor that you came and with positive feedback. We will continue to work together for the betterment of Pooler.

B. Approve Minutes from the May Meeting

Adam Bridges: May I have a **motion** to approve the May Minutes” Marty Jones: I **motion** to approve the May Minutes. Jabron Webster: Second. Adam Bridges: **Motion** carried.

C. Financials

Profit and Loss – Tourism – May 2017 - 1st Draft

Profit and Loss – Chamber – May 2017 - 1st Draft

Statement of Financial Position – May - 2017 – 1st Draft

Statement of Activities – May 2017 – 1st Draft

Advertising Report – May 2017

Events Evaluation – 2nd Quarter / 2017

**** Also included Financials from March – 2nd Draft, Final unavailable yet**

**** February Finals unavailable until after the audit**

Marcus McBride: Tourism; not too out of whack at all. \$37K in income and \$36K in expense. Chamber; strong membership month, unfortunately the Gala donation of \$15K hit in May, so the bottom line is a bit off, but year to date profits show \$23K. Statement of Activities; \$297K in income and \$305 in expense. We are dipping into net assets a bit. Steve Cannavaro: Is this a trend? Marcus McBride: Its always heavy the first part of the year. Like to keep 2 months buffer, i.e. \$60K, so we are fine. Statement of Financial Position; we are heavy on advertising...Morris Media. Advertising Report; the bulk is in print advertising. We are at \$117K year to date and we had \$247K for all of 2016, so we are right in line. Events Evaluation; St. Patrick’s Day we had \$7K more in income, and \$\$7K more in expense. Adam Bridges: What about the increase in Kelly Tours. James Sullivan: We should have asked for quotes. Adam Bridges: Its \$4K more. Pam Southard: Last year it was \$14.5K and this year \$16.5K....oh plus the deposit paid of \$2K, so yes. (group figuring the numbers...) Adam Bridges: There is \$400.- difference; the report may be wrong or we might have overpaid on the check. Pam Southard: We paid in cash as requested by Kelly Tours. Richard Weaver: Cash? I had no clue. Marty Jones: We need to bid this out. Adam Bridges: We don’t pay cash. Let’s start a bid process for this in October. We cannot pay cash. James Sullivan: Ask for the \$400.- overpayment back. Adam Bridges: Pam send Kelly Tours a letter requesting this and I will co-sign the letter. Pam Southard: I will put in the request for bids that it is a Chamber policy, no cash payment.

1. Questions on Financials from May Meeting addressed by Pam

In answer to your question regarding the check to Miss Polly's, it was coded wrong.

D. New Business

Pam Southard: We purchased a new shredder from Staples for \$179.00 and that includes the warranty.

E. Old Business

1. Billboards

See Above

Pam Southard: Adams wants a new contract with the same price as 2016 for the 8 billboards. James Sullivan: Will you maintain the small business program? Pam Southard: Yes, but we will be raising the price to \$500.00 across the board for all billboards. James Sullivan: \$500.00 is a lot. Marty Jones: That is a big raise. Adam Bridges: May I have a **motion** to raise all upcoming contracts for billboards to \$500.00. Marcus McBride: I **motion** that all upcoming contracts for billboards be raised to \$500.00. Marty Jones: Second. Adam Bridges: **Motion** carried. Richard Weaver: I just want to say we should look and take into consideration the things we have done and what's going on. I am not against the billboards, I am against putting all our eggs in one basket, we've got the Visitor's Center coming up, etc. Things can come up. Marcus McBride: Good Point. Richard Weaver: My big concern is not being able to pay bills in December. Steve Cannavaro: I am not clear what you mean about all our eggs in one basket. Richard Weaver: What percentage of the budget is Advertising? Marcus McBride: 42%. Steve Cannavaro: So the dollars don't make sense? Richard Weaver: Oh no. Marcus McBride: Advertising total is \$\$118K and billboards are \$51K. Steve Cannavaro: Ok, I understand, I like the billboards. Pam Southard: We do offset some cost. Richard Weaver: We understood that Members were taking care of most of it. Kathy Smith: The billboards bring in new members. Pam Southard: We cannot quantify the value of the other ads, we will do less of that, but the billboards create interest in events and the Chamber. Marcus McBride: What about the Visitors Center? Pam Southard: We have about \$3 - \$5K left to spend on the kiosk, the video is paid, caboose is paid. James Sullivan: How are we doing without Kelly on Sponsorships and New Members? Pam Southard: Kathy got a Sponsorship for Sip & Savor and all staff are selling memberships.

2. City Funding

See Above

3. Employee Handbook

Pam Southard: Regarding the overtime being changed to over 40 hours and the two weeks' vacation being changed to one week the first year, when I was hired Karen made an offer, if that had changed after 6 months I would have left. This is unfair to Susan. I am asking you to reconsider. Steve Cannavaro: Well we have changed some rules, we are telling employees about these changes, we know there will be attrition, but we are doing it. It's tough here because it's such a small group. Marty Jones: We are working on the handbook, the Board was unaware of what staff was getting, we didn't know about the benefits to part time people. James Sullivan: It has been on record. Adam Bridges: There is a file stating what employee benefits were, not official though, we need the employee handbook. James Sullivan: The positions were created and the benefits were voted in by Personnel Committee. Richard Weaver: The Feds don't pay holiday pay, I don't know how this came about. Pam Southard: Karen did it. James Sullivan: It was all done by the Personnel Committee. Pam Southard: I have no problem with the changes going forward. Richard Weaver: Just existing staff. No one cared until I started asking, then you gave to staff. The Handbook says it can be changed. Adam Bridges: No, we gave the handbook to the

Board and said to have comments back in two weeks. Never heard anything from anyone and we then gave it to the Attorney to review and he made a few corrections. Then we gave it to staff. Then it was brought back to the Board. Richard Weaver: You never heard from me? Adam Bridges: Yes, but late, after it had gone to the Attorney. Richard Weaver: I brought up questions. Pam Southard: It can be changed. James Sullivan: After last meeting I called the Dept. of Labor, it can either be accepted by employees, or you can fire them and rehire them under new policies or you can grandfather in the existing employees. Adam Bridges: Look at the numbers, the moral is down all for \$3800.-. We could grandfather in existing employees and new hires going forward will be changed. Steve Cannavaro: It is not about Kathy and Susan, nothing against them, but these are good benefits for 35-hour workweek. James Sullivan If you are going to grandfather, you must do all. There was a document with 8 holidays a year. Pam Southard: This only affects Susan. Vacation and overtime. Richard Weaver: I **motion** to accept the new handbook as written, but with existing staff grandfathered in. New hires and employees applying for another position with abide by new policies. Marty Jones: Second. Adam Bridges: **Motion** carried.

4. Savannah Bananas / confirmation

Pam Southard gives out tickets. Steve Cannavaro would like 3 more tickets and there is a suggestion from the floor to hire a bus to get there using the \$400.00 overpayment to Kelly Tours. Marcus McBride: **Motion** that Pam looks into the hiring of a bus to transport all under the heading of public safety and parking issues. Marty Jones: Second. Adam Bridges: **Motion** carried.

5. St. Patrick's Day Shuttle concerns (per minutes)

Pam Southard: Security is not our job. We had police details at our booth for all the cash, but we cannot be on the buses as well. Additionally, we cannot 100% account for the exact number of tickets sold / #people who rode, because of the sheer volume of riders.

F. Additional Comments

Richard Weaver: Adam, you are doing a great job. My thanks especially to the staff including Pam for a great job. It is my pleasure to be a part of this. Pam Southard: Donna is out on a leave of absence, I will need to hire someone part time and temporarily till Donna is back. Adam Bridges: Sip & Savor is good to go, June 23rd 6 – 11PM. Pam Southard: We do need prizes though...10 of them with a value of \$100 - \$150. Adam Bridges: When is the Audit: Pam Southard: It is in progress. Adam Bridges: Per the by-Laws; you cannot miss 3 consecutive meeting, we need to look at this. Richard Weaver: Amy at the Holiday Inn would like to be an Ambassador. Susan Eiseman: We will ask Becca to contact her. James Sullivan: Any changes to the By-Laws regarding live in Pooler and/or have a Pooler business must be done by September. Adam Bridges: We will put this on the July Agenda. May I have a motion to adjourn? Richard Weaver: Motion to adjourn. Marcus McBride: Second. Adam Bridges: Motion carried. Meeting adjourned. 1:45 PM.

Respectfully submitted
Susan Eiseman
Office Manager