

**DIXON AREA CHAMBER OF COMMERCE MINUTES****JUNE 12, 2012****CALL TO ORDER**

President Brenda Bell called the meeting to order at 6:50 p.m.

Executive Members Present: Brenda Bell-President, Dixie Rollins-Treasurer, and Jennifer Elson-Secretary

Board Members Present: Roger Graves, Mark Parker

A quorum is present

All Minutes that have not been approved will be approved at the next meeting (July 10, 2012).

**REPORT OF OFFICERS**

President – Brenda Bell discussed the debit card.

Those allowed to use the debit card would be the President, Vice President, and the Treasurer

Need to get procedures in writing

2 signatures on invoices in which the debit card has been used for a purchase/payment

There needs to be a maximum amount that can be used per day

Dixie will talk to Derek about the debit card

Table until next meeting

MOTION – Brenda

2<sup>nd</sup> – Mark

All in favor

Treasurer – Bills to be paid...

Country Mart – Paid

Ice – Paid

Dixie is not aware of any outstanding bills

Secretary – Nothing

President - Memberships:

Website needs to have an updated list of present members. We must send the updated list to Lisa.

30 June 2012

JE

We need to follow up with the businesses that have not joined the chamber

What can we as a chamber do to help promote the business members?

Monthly spots in the paper and website?? Tommy can put an article in the paper and the same article can appear on the website. Put the members names on the stage at cow days. How do we choose?? Have a drawing?

Can we let members have discount/booth area preference at cow days?? Roger and Dixie said no because prior vendors get their booth spaces from prior year.

### **EVENTS -COMMITTEES**

City Wide Yard Sale

CANCELLED because of the swap meet at the Festival Park (July 7) the weekend prior to when we had our yard sale scheduled.

Picnic and Movie Night (Mark)

Date July 14 at 7:00p.m.

Need people to help with the picnic part.

Plan to sell popcorn & shaved ice

Mark only needs sugar, possibly 20 lbs. for the flavoring.

Chamber pays for supplies

Canned sodas donated by Pepsi? Have Tommy talk to Pepsi about that and about cups

Possibly sell hot dogs

Basically, sell the food, and give the movie for free.

The movie is "Facing the Giants"

Advertise that people need to bring lawn chairs and or blankets

Lana said we could borrow her trough for ice

Dixie will donate 2 cases of water

Need to contact City of Dixon to reserve Pavilion and the Park (Brenda volunteered to do this)

We will meet again June 26 at 6:30p.m. to finalize.

Business open house – Brenda

Inquiries to be sent in July

Have in August

Totally cancel

Motion to totally cancel made by Mark

Seconded by Dixie

30 June 2012

JE

All in Favor

Fall Festival (Cow Days) – Entertainment

Entertainment cost so far is \$2850

Need to coordinate with Hargis because he was promised one slot and scheduled for another.

Karaoke – Could we do other acts like on “America’s Got Talent”?

Table schedule for the entertainment until June 26

Motion- Dixie

2<sup>nd</sup> – Jen

All in favor

Fall Festival (Cow Days) – Kid’s Games

Kids Games- Jen and Teri Crane

Times and games will be forthcoming.

Fall Festival (Cow Days) - T-shirts (Renee)

Renee is not present so we will wait until she is present

Fall Festival (Cow Days) – ICE

Ice will be available, Brenda will make runs to local businesses. We will just not use Hilke’s because we keep losing money.

Motion –Jen

2<sup>nd</sup> - Dixie

All in favor

Fall Festival (Cow Days) - Vendor Booths (Dixie)

Electric is being worked on. There is no guarantee on the spaces due to all of the fuses blown last year.

Discussed leaving the spaces open where there are steps going to businesses

Cords need to be run differently because they are a tripping hazard between the main stage and the Chamber Booth

Where are the Chamber booths going to be? The same as last year, only there will be one extra booth.

Homeplate Grill – leave an open space for access to the alley for their customers

Motion – Mark

2<sup>nd</sup> – Jen

All in favor

30 June 2012

JE

Fall Festival (Cow Days) - Silent Auction (Jen)

Jen requested a check for postage so the letters can go out A.S.A.P.

Fall Festival (Cow Days) - Pageant (Renee)

Renee not here

Fall Festival (Cow Days) - Logistics (Brenda)

Tabled until June 26

Have Jen's husband Rob check on stage legs (are the adjustable), sports list, and table & chairs

Fall Festival (Cow Days) - Chamber Food Booth (Tommy)

Tommy is not here, so we will table

Fall Festival (Cow Days) - Ads & Publicity (Tommy)

Tommy not here

We need to figure out what all we need printed for the year and get bids

Fall Festival (Cow Days) – Cow Draws

Who purchases the cow?

Fall Festival (Cow Days) – Printing

Tickets - Phyllis is going to try and get some from Lone Oak Printing (per Roger)

Fall Festival (Cow Days) – Merchandise

Souvenir Mugs - Pepsi may help with the cost if we put their logo on them

Haunted Halloween in the Park

Marlene Blackburn would like to do a haunted park thing in the park. She will not be here, but is willing to do the work up until then. We will invite her to the July meeting to explain more in detail what she would like to do.

Miss Merry Christmas (Brenda)

30 June 2012

JE

Tabled

Christmas in the Park/ Parade (Mark)

Need to move to the backup date already. Dec 1 is a statewide band competition. So the parade is now on December 8 with the back up December 15.

**CLOSING OF MEETING**

Working meeting scheduled June 26 at 6:30p.m. at the Dixon Caring Center

Brenda called for adjournment at 9:05 p.m.

Motion – Mark

2<sup>nd</sup> – Dixie

All in favor