

**Pocahontas County Chamber of Commerce Monthly Meeting**  
**McClintic Library Marlinton**  
**July 16, 2009**

The meeting called to order by President Malinda Meck 6:00 p.m. Present were: Gail Hyer, Sherry Radcliff, Nelson Hernandez, Sunny Given, David Cain and Kevin Wingfield. For voting purposes a proxy was provided to the secretary by member Wagner.

The minutes of the June meeting were approved after a motion of clarification in the third paragraph replace Radcliff and Hyer with Given and Boyette by member Given and a second by member Cain.

The treasurer's report was given by David Cain with copies of the monthly income/expense sheet as well as a copy of the bank statement as of 6/26/09. Current balance after outstanding checks clear is \$16,769.45. Outstanding balances include Pocahontas Times advertising bill of \$253.00 and Red Eft for quarterly Web services of \$123.45

**Under old business**

Conversation followed concerning the sale of t-shirts and pins on the Web site. The following was agreed upon by present members: For now, the site will only accept PayPal and personal checks/ money orders for payment of Web items. Those items will specifically include – RoadKill T-shirts and RoadKill pins at a cost of \$20.00 per shirt and \$5.00 per pin which will include shipping. The Pocahontas County CVB will mail out the t-shirts and a visitor guide after Chamber member Cain furnishes them with the required products. The CBB will keep track of the shipping costs so they can be reimbursed by the Chamber treasurer. Items are scheduled to be live on the Web for purchase by mid-August.

Discussion followed on the annual operating budget that has yet to be offered by the Finance Committee. The group agreed it would be beneficial to have such budget at the August meeting and asked the committee to make every effort to have the work completed by then.

The CB representative, John Mutscheller was not at the meeting so member Hyer informed the group that Ruth Taylor retired after 23 years of service on the CVB board and her replacement for the Little Levels area was Blair Sharp Campbell, owner of the Pretty Penny Restaurant at Watoga State Park.

Chair Hyer of the policy committee reported on the committee's work. A two-page document was distributed which featured items acted upon by the Board over the past two years that set policy. The board asked the committee to continue working on this project having a draft of recommended new policies on those items by the October meeting.

President Meck appointed member Jerry Ramos to review the current by laws to see if any of those identified by the policy committee need changing and to report back to the board at next meeting

Under the tax –exempt status, member Cain reported the 1024 form had not been submitted yet but that he will out a copy of the form to the board members for comment next week and asked for comments back by Friday the 24<sup>th</sup> of July. He said with that schedule he was confident he could mail the form to the IRS by July 31 (the form is a requirement for the Chamber's 501c6 status).

The employment committee's chair, member Hyer, reported the committee had met and offered a job description for review. Members are requested to review the description and come to the August meeting with any recommend changes.

## **Under new business**

Member Radcliff made a motion, seconded by member Wingfield that the budget for the Autumn Harvest Festival WV RoadKill Cook-off be increased by \$50.00 to allow demonstrator Doug Bernier to travel to Monroe County to purchase apples to be used in his demonstration of apple pressing; motion passed unanimously.

Member Radcliff made the following motion seconded by member Wingfield: If a vendor has a history of participating in the Farmer's Market on Saturdays that he or she be allowed to continue to participate in such with no additional fees charged by the Chamber. If a crafter is in town only for the AHF and he/she has traveled from out of the area to get here, then he or she will be sent to the Festival craft chair to pay applicable fees and obtain a vendor space," passed unanimously.

Scheduled guest Charles Kettler was unable to attend the meeting and will be rescheduled.

Member Cain read a letter from Small Administration contact Kim Donahue, offering to come to the county to speak on special loans offered by the SBA. The board suggested member Cain write and indicate that we would be back to her after the festival to arrange a speaking engagement, open to members.

Member Cain informed the board that the State Chamber meeting would be at the Greenbrier this year. Member Wingfield made a motion, seconded by member Given that they would pay the entry fee for member Cain as well as one other board member, passed unanimously.

Member Hyer relayed information on Jeanette Wagner's efforts to get new members. She also relayed member Wagner's suggestion to have our monthly meetings at different business venues around the county. The group asked member Wagner to secure WV American Homes for our next meeting on August 20.

Meeting adjourned at 7:50 p.m. The secretary will send out a notice where that meeting will take place.

Included attachments: Job description

Suggested policy changes

By Law concerns