

**Minutes
Board Meeting
Pontiac Chamber of Commerce
Wednesday July 15, 2009 @ 6:30
Quyón Lions Hall, Quyón, QC**

Board members present:

Mike Hodgins	148 Auto Tech
Todd Hoffman	Campbell's Bay Cement
Joanne Labadie	Lavender Ridge Farms, Luskville
Ralph Lang	
Luc Lapointe	Lucca Equestrian Centre, Clarendon
Ron MacKillop	MacKillop Financial Group, Thorne
Jim Thompson	
Richard Wegner	

Non board members present:

Jenny Bousfield	Minutes recorder
Lynda Wegner	Fresh Image Computing Services

1. The meeting was called to order at 7:34 p.m.
2. The agenda was approved with the following additions: 12. a) Executive enlargement. Motioned by Richard Wegner, seconded by Jim Thompson.
3. The minutes of June 18, 2009 were approved. Motioned by Luc Lapointe, seconded by Mike Hodgins. All in favor.
4. President's Introduction: Todd Hoffman spoke about last week's executive meeting in which the HR committee, the hiring of an administrative person, and the enlargement of the executive was discussed.
5. Communications:
 - a) Incoming: Letter from FCCQ regarding national convention in Victoria, bills, cheques, emails.
 - b) Outgoing: Letter of thanks to Arianne Bouchard (Pontiac Pool Project) for her presentation at the meeting of June 18th, and a letter to Peter Smith, thanking him for the donation of his time for his services to the Chamber.

6. Finance: Mike Hodgins provided a treasurer's report. The balance as of July 15th is 10,463.83 and outstanding invoices total \$335.95. Motion to pay outstanding invoices motioned by Ralph Lang, seconded by Joanne Labadie.

7. Membership:

- a) Committee Report: Mike Hodgins spoke about the new procedures that are being put into place to ensure the flow of information and passed around a copy of the membership form that have these changes. He believes that Membership should be a part of the HR committee. Using PayPal for membership payments was also discussed.

Joanne Labadie suggested creating a letter to those who have not renewed their membership outlining what the Chamber is doing.

Putting on an event to draw in more members was also discussed.

8. Human Resources Committee:

- a) Job offer "Promoter": The responses to the job offer are going to be reviewed. The deadline to submit proposals has been extended to next Friday.

9. Fundraising/Promotion:

- a) Shawville Fair: Joanne Labadie is still waiting on final price for the t-shirts. A brochure will be created to hand out.

10. Web-Site:

- a) Updates: Several updates have been made since the last meeting. The minutes posted to the web site will be limited to the board meetings.

11. Newsletter:

- a) Submissions (Deadline August 3rd): The next issue of the newsletter will be going out in the middle of August. Joanne Labadie suggested having a calendar of events.

12. Government Relations:

- a) Federal:

- i) Cannon request – September: A request has been received from Lawrence Cannon’s scheduling secretary about Cannon coming up for an event.
- b) Provincial:
 - i) 148 – Shawville: Todd Hoffman received a phone call from Charlotte asking the Chamber to help move the paving for the 148.
 - ii) Fuel Tax: Nothing new to report.
- c) Regional:
 - i) Potential initiatives for municipal elections: Suggestions were brought forward.

13. Other:

- a) Executive enlargement: An amendment had been made to the by-law in the past to increase the executive from three to five, but was missed in the minutes.

Motion to appoint Lynda Wegner to the board. Motioned by Mike Hodgins, seconded by Joanne Labadie. Lynda accepts.

14. Next Meeting: August 19th, Shawville (location, guest and time pending).

The meeting was adjourned at 9:46 p.m. Motioned by Ralph Lang, seconded by Joanne Labadie.