



Caledonia Regional Chamber of Commerce

Board of Directors Meeting Minutes

November 1, 2024

Directors: Brad Armes, Stacie Blakey, Joanne Dorr, Janice Doyle, Mike Estey, Larry Fay, Steve Hayward, Dan Lawrence, Ken Parr, Craig Peters, Randy Peirson

Administrative: Heather Mastromatteo

Guests:

1. **Call to Order: Mike called to order at 8:03 AM**
2. **Conflict of Interest Declaration: None**
3. **Minutes from Previous Meeting:** It was duly moved, seconded and carried to approve the minutes of October 18, 2024.
4. **Correspondence Review**

TOPICS FOR DISCUSSION:

1. **Transition Update** – Administrative items are moving along well. A discussion was had in regards to governing protocols and compliance as a not-for profit. Joanne to look further into it and report back to the board once we know what our requirements are.
2. **Membership renewal** – Discussion of an early bird special for returning members and renewals needing to go out. Discussion about Pam Allen Parker, she has reached out and offered to help with membership services. That has been deferred until the New Year. Discussion around PR strategy and our networking events to take place. Mike is going to investigate locations for our networking events and report back in further meetings.
3. **Christmas in Caledonia** - Light up night- Looking in good shape. Stacie will put it out to the staff and Craig will reach out to the high school students for volunteers.
4. **QuickBooks/Accounting Update** – A discussion was had around moving our books to Millard's Hagersville. It hasn't been confirmed if we can move over and Millard's has not reached out since summertime. A discussion around other business services took place and Brad is going to reach out to BMS in Caledonia and has also spoken to RSA Accounting services in Cayuga. A discussion will be had at further meetings.
5. **Canada Day Plan/Approach** – It was discussed about the role that the Chamber would have. Currently the Chamber has the grant mostly completed. The directors are going to speak to other community organizations who may want to take the event over and report back at further meetings.
6. **Economic Development** – Meeting with Executive – Suzanne to set up a meeting in November with Lidya Romanuk- Meeting is set for Nov. 27th
7. **New Business:** Remembrance Day we will sponsor a wreath, music in the park was brought up- deferred for now.
8. **Adjournment: 9:21 AM**