



Fremont Chamber of Commerce Board Meeting Minutes
May 25, 2016
Brown Paper Tickets Conference Room

Attending: Pete Hanning, Marko Tubic, Susan Fuller, Kerston Swartz, Phil Megenhardt, Suzie Burke, Sean Erhardt, Ken Saunderson (arrived at the end)

Staff: Trisha Rarey, Caroline Sherman

Guests: Kirby Lindsay, Captain Tim Thompson, LCB; Officer Lucy Peterson, LCB

Call to Order – Pete

A. Introductions

B. Approval of Minutes – April Minutes pending Pete writing them up. Tabled until next meeting,

Liquor and Cannabis Board

Captain Tim Thompson & Officer Lucy Peterson

Tim has worked with LCB for 30 years or so, but not in Seattle

Special Occasion Licenses are for occasional events. FC is responsible for liquor:

- Area control—keep liquor within restricted areas
- Keep out of kids' hands
- Deal with unruly behavior, etc.
- Retail licenses have to be separate. Special occasion liquor licensees let retailers to do their thing by extending their sidewalk, for example.

Oktoberfest was kid friendly last year. No issues per Tim. We are doing a good job.

- Unrestricted licenses: how are you making sure underage kids are not getting access? Wristbands, hand stamps, etc. Other part—making sure kids are not passing it off, older kids to younger kids.
- Last year, did large beer steins with low-alcohol-content German beer, but had a security enforcement team that reviewed the security plan.
- **ACTION: Phil & Lucy to meet with Phil to review the plan.**
- Texting works well to ID problem drinkers
- The M&S Deli has changed owners. It is now called Fremart, and it is owned by the same family that owns the N 36th St 7-Eleven (Fremont has another 7-Eleven on Stone Way) — work with them.
- Security Company is Conrad Black
- Lucy is N Precinct Liaison now.
- Phil asked about events catered more towards marijuana: No outside smoking, but is there talk about creating safe events where that can happen?
 - o No, but Hempfest is asking the same questions and LCB is looking at legislation & loop holes to figure something out and move up legislation to allow this sort of thing.

- July 1st, Medical Marijuana gets folded into the regular legislation/marijuana businesses.
- Fake IDs are a big problem

Chamber Staff Reports

A. Membership and Office Management - Caroline Sherman

- a. Swiftwater Coaching—The staff had a great time on their trip down the Wenatchee River, learned a lot and highly recommends Swiftwater Coaching and Mark Steelquist for executive and team building events.
- b. Admin report
 - i. Reciprocal trades being publicized by SLU. We will decline to advertise and continue our policy of offering on as-needed basis.
 - 1. Phil not sure if this is a hard policy, Suzie agrees—“it just slipped in”
 - ii. OneNote to replace paper Policy & Procedures notebook
 - 1. Shared this with Exec Team, so they can access it
 - iii. Dashlane for password management—print out quarterly and give to President for safe keeping
 - iv. Hoping to get new computer
 - 1. Funds are there
 - 2. In the next month or so we’ll get one
 - 3. CC Susan Fuller on Tech stuff
 - 4. Set up a meeting with Phil
- c. Knotis Maps—decided again not to work with them, because their map competes with the Walking Guide.
- a. Staff Cross-Training 101s—to happen

B. Programs and Event Management - Trisha Rarey

- a. How many free passes to meetings do board members get?—NONE! Depends on membership level.
- b. Relay for Life with American Cancer Society, June 4-5—Free table we could use. Trisha can’t. Too soon for Phil to get behind.
 - i. **ACTION: To sign up for this Free table as FC Rep, contact:**
 Dr. Fred Russo
 Doctor of Acupuncture & Asian Medicine
 Transformational Oncology Center
 206-861-5580
 www.transformationaloncology.com
- c. See attached Programs report
 - i. Getting board members to events
 - 1. Phil will put dashboards together with goals to meet
 - 2. Understanding how we are reaching out to members
 - 3. Get Board Members to meetings and to show them benefits
 - ii. June Picnic in the park—theme= Maritime
 - 1. Great list of speakers
 - 2. Huge business hub
 - 3. Theme Title: Business of Fremont’s Working Waterfront
 - 4. Who: FC is gathering the maritime industry to talk about the businesses, challenges, opportunities ...candidates? (No Port Commissioners up for election)

- 5. Trident Seafood
- 6. Phil brainstorms on marketing the event
- iii. Other Events
 - 1. July—Fremont Silicon Canal & Working Tech industry for next event
 - 2. August—Ride the Ducks
 - 3. September--Beer & Spirits next time, etc.
 - 4. Shameless in October
 - 5. October—Speed Networking
 - 6. Benefits Breakfast
 - 7. Add Holiday Party starting NOW!
- iv. Seattle Metro Chamber Trade Show on June 8th—we get a free table, so Phil takes it.
- C. Communications and Marketing - Lydia Minehan-Tubic.
 - a. See attached report
 - b. Website updates—Chamber calendar needs updates. Staff is working on it.

Old Business

- A. Staff Contracts
 - a. Exec Director Search
- B. Attorney Review of Contactor/Employee – Susan
- C. Insurance Update—we are insured through broker
- D. May Award Ideas–
 - a. Kirby nominates Dennis Bateman for Local Hero Award. A resident of Patrick Place Apartments.
 - b. The Heavenly Reward Award / Rest In Peace Award goes to Mitzi Simons – who actually did receive a Fremont Chamber award for her service while she was alive.
 - c. Pete: postering guy emails Phil that it is 19 years he’s been putting out posters for Chamber: Kevin Bader. Nominate him for Local Hero.

Committee Reports

- A. Finance – Phil
 - 1. Financial Quarterly P&L
 - 2. Accounts Receivables – Staff and Board Follow-Up Assistance
 - 3. Overall we’re doing fine. Money is coming in. But we could do better. Reconciliation report. Bookkeeper is KILLER!! They are a Ferrari and we are driving them like a Volkswagen!
 - 4. Some un-cleared checks, etc.
 - 5. Reports:
 - b. Meeting income is good
 - c. Membership income is very low for April
 - d. Event income still needs to come in—missing a check sent to Paul. Need to track some things down.
 - e. January meeting income very low—is this accurate?
 - f. Jan membership income is good
 - g. Feb meeting & membership income both good
 - h. March was good for both
 - i. Why is there income in May for Fremont Fair Grants program? Because it’s based on an old system of getting the grant \$\$ up front.

- j. July meeting budget is low, so do Tri-Chamber to bring in \$\$
- k. August membership budget is high—Suzie says it's because of Walking Guide
- l. Membership campaign worked!
- m. Sept
- n. Oct= walking guide
- o. Meeting goal: try to get 42 folks to every meeting at \$20
- p. Phil to work with Caroline on Membership and get those numbers up

Agreed to push remainder of meeting out to next month. Phil—happy about how the Exec Committee meeting went—very positive and solution oriented.

Adjourned at approximately 10:00 am: Suzie moved to adjourn. Susan seconded. Motion carried.

Minutes submitted by **Caroline Sherman**