

**Fremont Chamber of Commerce Board Meeting
November 17, 2015
Brown Paper Tickets**

Attending: Phil Meganhardt, Paul Doak, Pete Hanning, Marko Tubic, Kersten Swartz, Jennifer Beus, Suzie Burke, Kathy Peterson

Staff: Jessica Vets, Caroline Sherman

Guests: Kirby Lindsay

The meeting was called to order at 8:08 AM by **Phil Meganhardt**

Introductions

Approve September Minutes: Moved by Suzie Burke, seconded by Pete Hanning, APPROVED

CATEGORY REPORTS

- **Membership Development / Member Services**
 - **Shameless at Foundry.** Good diverse numbers signing up. Pie is bringing pie.
 - Monthly Programs – Jessica Vets– 2016 Line up:
 - **Jan 20, Calvin Goings, SBA**
 - **Invite City Council Reps: Mike O’Brien, Lorena Gonzales, Tim Burgess, & Ron Johnson**
 - **Jan, Health & Wellness, quarterly**
 - **Feb, Lunch of Events—connect event folks together**
 - **Mar 16, Green Your Business Panel**
 - Pete proposed a Green Sustainability Committee
 - **Apr 6, Expo Update** – Sponsors are starting, need assistance on planning committee
 - **2 Gold Sponsors:**
 - **Bag sponsor, Home Street Bank**
 - **Kane Environmental, big \$\$ to be donated and not asking for a table**
 - **Space available at the table for planning meetings**
 - **May Shameless**
 - Pete proposed a meeting on Public Safety
 - June Picnic in the Park, review of Districts to-date
 - July Tri Chamber BBQ
 - Aug Ducks at Power House (no History House)
 - Sep Mktg lunch
 - Oct Benefit Bkfst
 - Nov Shameless
 - Dec, Holiday Party
 - Note that the 2015 Holiday Party is Dec 2, Phil not there
 - **Membership Dashboard** – on back – review of new & renewals listed on agenda.
 - **Award nominations** – see list on back
 - Dunn Lumber (Mike Dunn), one of first 3 Fremont Chamber Members
 - Fremont Brewing (Matt Linecum & Sara Nelson) pushing the border to where it belongs
 - Certificate Awards:
 - Hallows Church, wiffleball, Ballroom – Pizza at Ducks, Tableau Foundation – giving money, Fremont Sunday Market for 25 years
 - Pete acknowledged Marko for stepping up to run Holiday Party

- **Community Relations**
 - **Fundraising Breakfast / Lunch**
 - **Mar 8, Zoo breakfast downtown, free, Presentation “Zoobiquity”**
 - **This Monday is free Wildlights preview, 5:30-8:30, with new Beer & Wine garden**
 - **Fremont Neighborhood Council** – no report, Kirby mentioned no December meeting
 - **NSIA** – Suzie reported - Sound Transit presenting
 - **Fremont Arts Council** – no report
- **Management & Operations**
 - **Executive Committee** – Phil Megenhardt
 - **Strategic Planning meeting for Board Retreat**
 - **Agenda set, data review for measures of success from Work Plan from last year**
 - **Exec Dir review from last year & can compare apples to apples**
 - Fremont is thriving
 - Pete Hanning acknowledged Paul Doak for getting our finances in order
 - **Board Elections** – coming soon, only 2 new board members & 2 incumbents
 - **Slate will be emailed out very soon to membership**
 - Leaving: Riq Molina and Ryan Reiter
 - **Finance Dashboard** – Paul Doak
 - **2016 budget** – vote and possible approval
 - Great membership income for October, November looking good to-date
 - **Proposed Budget attached. Highlights:**
 - Mostly the same as last year
 - Line 6030:
 - Money to hire lawyer re: 1099 issue
 - Money to hire CPA review of finances (not an audit, systems & numbers review with eye towards improvement)
 - Allocating 25-30k for Reserves, which will put aside 4-5 months operating expenses
 - Fremont Fair is set up as Revenue Neutral
 - Pete Hanning proposed need to look at how we do our grants to work them to revenue neutral mechanism
 - Be conduit for donations
 - Get \$ donated for arts organizations
 - New fair revenue needed
 - Consider approaching Barb Lueke for direction
 - Consider giving Hysterical Markers (HM) a budget
 - Discussion of last year’s allocation at the \$1k/\$2k level
 - Jessica indicated that \$10k or more is needed to refurbish them. FCC should consider applying for a Small & Simple Grant or similar grant for \$25k and fix them all at once.
 - Phil suggested Marketing take this on as a 2016 Plan and in 2017 put a large amount of \$\$ towards us—fund ourselves first. Marko suggested also the Exec Committee.
 - Give one to Sri Chimnoy community, as they will maintain it
 - Walking Guide revenue discussion—it is paying itself, but QB doesn’t show this. Jessica calculates it outside of QB for simplicity.
 - Need clarity around Walking Guide financial process
 - Marko Tubic related history of wresting control of WG in years past.
 - **2016 BUDGET APPROVED with \$2k modification to HM**

- **Oktoberfest**—Phil & Marko are admin/signers on that bank account, and it is ready to move to HomeStreet Bank. It will be separate from FC's account there. There has always been an administrator, but never someone handling reconciliations. New account: "Fremont Chamber of Commerce DBA Fremont Oktoberfest".
 - Does the board authorize a DBA for Fremont Oktoberfest bank account?
 - Who to administer?
 - How much oversight/transparency?
 - Tied to FC's tax ID number & Chamber would be liable for any issues
 - Pete suggested President & Finance Chair
 - HomeStreet Rep: do DBA, link to FC, Online access is tricky. JV would be able to see it, but couldn't do anything. Goal: eliminate confusion & keep as simple as possible. Figure out if there is a way to turn that linkage off.
 - **Pete moved** that FC sets up new account at HomeStreet for Fremont Oktoberfest with signers being Phil Megenhardt, incoming president, & treasurer, Second, Marko, **APPROVED unanimously**
- **Marketing & Major Events**
 - **Marketing Committee** – Ken Saunderson
 - **Next Marketing meeting Tuesday, Nov 24th, noon**
 - **Walking Guide update and proofing** – Today
 - **OED Grant** – interview following today's Board meeting, applied for \$20,000 mobile app
 - **Major Events & Community Events**
 - 2016 Planning - Phil Megenhardt
 - Fremont Fair—Fremont Solstice Music Festival, gated mainstage. Analysis: music level will not change, venue will move to waterfront/new triangle. Now can look at layout of event & shift things around.
 - Hopscotch
 - Parking Study on pause, install cameras, do traffic study.
 - Considering choosing a day, do our own parking study, close street, fill the street, create bike lane & document it. Consider doing it on a Monday. Pick a day in January!
 - Suzie Burke proposes that FC write a letter in support of getting Ride the Ducks back.
 - Eastlake going against Ride the Ducks, saying they are unsafe
 - RTD is big tourist draw for Fremont
 - **Paul moved** Suzie writes the letter & Phil signs it, Marko seconded, all in favor: **APPROVED**
- **Advocacy**
 - **Governmental Issues** – Suzie Burke
 - **Mention of encampment issues** – as previously discussed an issue that we need to keep on top of.

Adjourned at 9:35 am.

Minutes submitted by **Caroline Sherman**