



**Fremont Chamber of Commerce Board Meeting**  
**March 30, 2016**  
**Brown Paper Tickets Conference Room**

**Attending:** Pete Hanning, Paul Doak, Marko Tubic, Susan Fuller, Kerston Swartz, Suzie Burke, Sean Erdhardt, Ken Saunderson

**Staff:** Lydia Minehan-Tubic, Trisha Rarey, Caroline Sherman

**Guests:** Kirby Lindsay

**Call to Order –Pete called the meeting to order at 8:13 am.**

- A. Review of Mission Statement—not done.
- B. Introductions around the table. Suzie introduced two events.
- C. Approval of Minutes – Board Retreat, January Minutes, February Minutes.
  1. Susan Fuller: Feb Mins, 2b—Outline of proposed contracts—she wasn't there, so her name shouldn't be there. Couldn't determine which version of the contract was reviewed at the meeting. Minutes should reflect Susan wasn't there & not clear which version of the contract was reviewed.
  2. Suzie **moved**, Susan **amended** & Marko **seconded**: Retreat, January and February minutes **APPROVED** as amended.

**Chamber Staff Reports**

- A. Membership and Office Management - Caroline Sherman (see back of agenda)
  1. Caroline reviewed membership stats and engaged the Board to help improve renewals.
- B. Programs and Event Management - Trisha Rarey
  1. Trisha went before Caroline, as she had to leave early. See attachment. Green Business Chamber Meeting had small meeting, but not the smallest (11 attendees which includes 5 speakers). Wonderful speakers. Suzie suggested Trisha let the board know a week ahead, if attendance numbers are not where expected.
  2. She attended Seattle Metropolitan Chamber meeting and was asked how it could help us. Suzie recommended we urge them to support small businesses.
  3. Jan-Mar we typically see low attendance numbers. We need to push to get folks to show up.
  4. Pete pointed out that Trisha is paying her own way on these outside meetings.
  5. Next meeting is Safety Meeting at Giddyup on 4/20. Speaker: Joe Haley, Mike O'Brien, a rep from Seattle Parks & Rec, Diane Newsome of N Precinct. Suzie will invite Fremont Ship Canal Committee. Ken will reach out to Ballard Chamber. Send things out today to capitalize on today's article in Seattle Times. Kirby recommended we let Diane speak first. Setup needs to be early with extra help. Pete asked Caroline to attend to promote membership.
  6. North Precinct Advisory Council got a safety meeting training on picking up needles, raised \$600 and bought kits for picking up and disposing of hazardous items, like needles. Pete recommends we do this.
  7. Our May meeting: Shameless Self Promotion

8. June: Picnic in the Park. We have the permit. Suzie reached out to City Council with no results, so will reach out to local. Sound Transit 3 is on the ballot and it's huge, so invite those folks. Also anyone associated with the Elevated Park Proposal or the Housing Levy (coming in August.)

C. Communications and Marketing - Lydia Minehan-Tubic

1. Updating the website, promoting advertising. Working with Greg & Teresa on the Business Directory. We get 10%. Need to verify their membership status.
2. Has done several Tech Walks and expanded them to Anytime Fitness & Fremont Health Club.
3. Questions: Should we continue with Nest Egg ads? No, stop putting their ads in the Weekly Blast.
4. Walking Guide Payments Collections: Sent out first touch email with slow response. Some have not paid for 2 years. Letter needs to be sent to the two-year delinquents. Consider bringing a list of delinquents to the next meeting.
5. Lydia called on the Board to reach out to her with Blast items, etc.

**Old Business**

- A. Staff Contracts—Susan presented a revised contract for Caroline with new language (see attached.) She advised all FC contractors not to use the moniker "Director", as that implies employee status. Intention is to use this version as a template for all contractors, current and future. Pete thanked Susan for all her work on this. He appreciates the focus on supporting the contractors to succeed and thrive. All agreed in principal with the wording and intent of the contract. Signing authority resides with the Board/Board President. Bonus was made discretionary.
  1. Ken **moved** to accept this version with amendments. Paul **seconded**. Motion APPROVED with one abstention (Marko Tubic.)
- B. Taco Libre Beer Garden – Ken. It didn't pencil out, so no beer garden for Sunday. So the Chamber is not involved at all. Clean the process up so that if groups want to work under our liquor license, it is clear and transparent how it works. No indication that there will be anyone else running a beer garden. When we have an event once a year, it's a draw for the Brick and Mortar businesses.
- C. Attorney Review of Contactor/Employee – Susan. Status of independent review. Susan has put him on hold and has not sent him the flat fee, because we haven't gelled on what we want to do going forward and what exactly we want to ask him.
- D. March Award Ideas – Phil
  1. Susan Fuller for all her great work on the Employee/Contractor contracts!
  2. Tableau for their grant making cycle and overall commitment to the community. Also their donation of clothing & shoes to Rotary Club. Let's collect a list of all the good things they do.
  3. Google is moving to South Lake Union in three years. We have been delighted to have them in Fremont and will work on maintaining their membership. Consider them for an award.
  4. NOTE: ProQuest is also leaving.
- E. Officially Move our Board Meetings to 8:30-10 a.m.? - Pete. Ken **moved** to start at 8:30 for the rest of the year. Susan **seconded**. Motion APPROVED unanimously. Kirby pointed out that we have been meeting at 8:00 since 1982! So make a big deal about this change in the Blast and elsewhere, so folks know to change it on their calendars.

**Committee Reports**

A. Finance – Paul (see back of agenda) . In the past, we were more of a passive board, now we are more involved. From a financial standpoint, Paul is much more involved than he ever intended to be. Financials are through March 25th.

1. Financial Quarterly P&L
2. Accounts Receivables – Staff and Board Follow-Up Assistance. Still have several thousand outstanding.
3. NestEgg Update—Payment dispute. Contracts need to be board approved. Agreement was: Jessica said this is what they agreed to in exchange for advertising--\$50/month. But NestEgg says “our rate was \$400/month, but we gave you a discount of \$50/month. But because you cancelled the contract...” NestEgg did a “claw-back” and deducted \$3,600 from FC’s account. Jeffrey Wolter at Nest Egg was recouping the full cost. He asked for documentation. Paul said no. Jeffrey has been unable to present documentation. Paul will put together a portfolio for Susan to review. She has agreed to take this on pro-bono. Susan must be formally hired. Suzie **moved** that we hire Susan to prepare a letter to Nest Egg and to gather info from Nicole Pasternak, Ken **seconded**. Motion **APPROVED**.

B. Membership Development/Member Services - Ken

C. Marketing and Major Events—Ken. Want to work on work from Retreat and marking boundaries. Please add something to Blast regarding helping with marketing.

1. 2016 – Seattle Scotch & Beer Fest / Fremont Fair / Oktoberfest - Phil
2. Marketing Committee Volunteers Needed – Ken
3. Marketing Projects – Ken
  - a. “Marking” our Expanded Boundaries
  - b. Bringing the craft beer and distillers into the Chamber

D. Community Relations—Used to have Jessica go to these meetings. Maybe Arthur from Hallows Church would be interested. Either we go there, or they come here to our board meetings. Either way, connections are made.

1. Fremont Arts Council – Barb
2. Fremont Neighborhood Council – Need Representative
3. Lake Union District Council – Need Representative. Suzie? She can’t be there on April 4<sup>th</sup>, so someone needs to go. John Nordstrand will facilitate the meeting. Recommendations for street & park small improvements. Fremont has only put in one (vs 5 from Wallingford & 13 in Lake City...?) Hoping to get a light at 34<sup>th</sup>.
4. North Seattle Industrial Association – Suzie
  - a. Interesting discussion on the City planning to tell us how to manage the scheduling of our employees: “predictive scheduling.” The maritime industry is unhappy about this, because theirs is a very unpredictable industry. There is a program that manages last minute scheduling, but we don’t know anyone who is using it. Wants to talk to Councilmember Lisa Herbold—Is this a done deal? Vote scheduled for July 5th. Lisa is open to meeting with FC. Classic local governmental over-reach.
  - b. Work being done on 36th & Leary Way. Core sampling for a new siphon utility tunnel. Will impact traffic.

E. Advocacy

1. Governmental Issues – Suzie / Susan
2. Safety & Transportation Committee – Pete
  - a. Street Fund Grant Application: Street Light at N. 34th & Troll Avenue N.

### **Announcements and New Business**

- Toni Colman, our Account Manager at the WTIA (Washington Technology Industry Association) welcomed us as a member and invited us to their Happy Hour, April 19 @ 4:00 pm - 6:00 pm. Password to register is HH419 and have a drink on Toni! Go here to register: <http://washingtontechnology.org/event/wtia-member-happy-hour-2016-04-21/>
- Debbie Smith at Tableau asked for recommendations on how to get the City to cleanup various brush piles seen around the community. She asked about using Find It Fix It. Caroline recommended Find It Fix It as effective.
- Suzie recommended combining the FC Executive Committee meeting with the Boys & Girls Club lunch on April 19<sup>th</sup>.

**Adjourn**--Suzie **moved** to adjourn. Ken **seconded**, Motion **APPROVED** at 9:44am.

Minutes submitted by **Caroline Sherman**