



Weed Chamber of Commerce

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Weed Chamber of Commerce Board of Directors Meeting Minutes of January 17, 2024

Board Members Present:

- Marie Green
- Elizabeth Tabor
- Dawnie Slabaugh
- Margaret Dean
- Ronda Gubetta
- Darrell Parham
- Jeannie Tuman
- Becca Larson

Board Members Absent:

- Garrett Green
- Patc Dawson

Staff Present: Richard Dinges

Guests Present: Rose Q Taylor

Meeting Called to Order: 5:31 p.m. Mayor Pro-Tem, Ken Palfini, administered the Oath of Office to new Board Officers: President - Darrell Parham, Vice President – Ronda Gubetta, Treasurer – Margaret Dean, Secretary – Dawnie Slabaugh.

Item 1: **Open Forum**

Item 2: **Consent Agenda:**

- a) Approval of Meeting Minutes of November 15, 2023 (no meeting - December 2023)
- b) Financial Reports for November/December 2023
Motion was made (Ronda/Marie) to approve the Consent agenda. Motion passed.

Item 3: **Regular Agenda:**

- a) **Executive Director Report** – Provided by Richard Dinges, Executive Director.

Current Balance: \$13,023.39

Update at the Cabin –We are still waiting on proposals for rain gutters for the front of the building. It looks like we may be the victims of someone tapping our fuel supply. I will order a locking cap for the tank, however I'm not sure that will solve the problem. We may have to relocate the tank away from the fence.

Membership Drive for 2024 – The membership drive should commence in January and run through March. The membership base is installed on the website so the individual members can access their own accounts to make modifications and add the link to their specials and website.

The Chamber Membership Committee has not met to set dates for the distribution of the Membership Plaques to Roseburg Forest Products, Mechanics Bank, The City of Weed along with Cal-ORE Communications. Silver Members: Rain Rock Casino.

The Chamber will have several Ribbon Cuttings coming up; they are Weed Technology & Fabrication, Pyroclastic Chocolates, La Florista, Mt. Shasta Pharmacy and Mt Shasta Property Guide.

The Board should also decide on a date for a winter mixer in the upcoming months' as we will have to get notices out.

TOT Funding – The Chamber has requested the second round of TOT Funding (October through December). The amount requested is \$7,812 and we should receive the funds by the end of January.

Additional Funding (T.O.T.) for the canopy at Heritage Plaza - The Chamber has submitted the request for shipping to the Weed City Maintenance Yard. The Chamber should receive notification of the delivery by the end of February.

Downtown City Beautification – The Chamber is currently on hold as we have lost our help from AARP. The city may have to designate an individual to perform the watering in the spring if we do not receive a replacement.

Website – I am looking into the AARP program to see if I can have another person from them to help in the office and maintain the website. The Website is operational but needs input for the member's section. We are currently working with Pusher to iron out the membership details. The overall webpage looks great and will be even better when it is all up and running.

Updates for QuickBooks – Ms. Massey has begun setting up the bookkeeping at the chamber and we are now free from the Desktop version. We have also canceled the QuickBooks Payroll. Paychecks is in place and taking care of the payroll and payroll taxes.

b) **Executive Committee Report and/or Action Recommended**

Director Dinges has submitted his letter of resignation as Executive Director effective February 29, 2024. *Motion was made (Ronda/Margaret) to accept the resignation of the Executive Director. Motion passed.*

c) **Finance Committee Report and/or Action Recommended** – *Motion was made (Dawnie/Becca) to approve \$200 overage cost on construction of new Santa and Mrs. Claus outfits. Motion passed.*

d) **City Beautification (Downtown Weed)**

- **Heritage Plaza Canopy** – See Executive Director report Item 3a.
- **Chamber Sign Board for Events** – Project paused until March 2024.
- **Weed Arch (Painting and New Light Bulbs)** – Darrell said the City is planning to continue work on the Weed Arch in April/May (weather permitting).
- **South Weed Mural/Sign** – Project paused until March 2024.

e) **2023 Event Updates:**

- Chinese Auction – March 16. Garrett is Chair for the event.
- Spring Fling and 4/20 – April 19 and 20. The Chamber will participate in the Street Fair as a Beer Booth vendor.
- Steampunk – May 18 and 19. Darrell, Becca, and Richard are Tri-Chairs for this event.
- Juneteenth – June 19. Rose is interested in coordinating an event to be held at Bel Air Park
- Carnevale – July 10-14. Committee has begun to meet and start planning for the event. Next meeting is February 8.
- Car and Bike Show – August 24
- Trunk or Treat – October 26
- Old Fashioned Christmas – November 30

f) **Membership & Recognition**

- **Review list of current Chamber members** – Dawnie created a new spreadsheet for membership record keeping as the spreadsheet on file has become corrupted and sent to Margaret to start updating. Richard will work with Margaret to populate the list.
- **Ribbon Cuttings and Plaque Presentations** –Richard was asked to contact businesses needing a ribbon cutting and/or plaque presentation and schedule events. Once scheduled, he will send message to Board requesting participation.
- **Prospective New Board Members** – anyone interested in joining the Board should start by attending monthly meetings.

Item 4: **New/Other Business**

Richard said the heater at the Cabin is not working and he will be contacting a repairman to fix it.

Item 5: **Next Meeting Date and Time:**

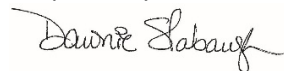
The next regular meeting of the Weed Chamber Board of Directors will be February 21, 2024 beginning at 5:30 p.m. at the College of the Siskiyous in the Board Room.

If a meeting is cancelled due lack of quorum, the meeting will be pushed into the following week on Wednesday.

Executive Committee meetings will be held week prior to regularly scheduled Board meetings.

Meeting adjourned at 6:59 p.m.

Respectfully Submitted By:



Dawnie Slabaugh, Secretary
Board of Directors
Weed Chamber of Commerce

Approved By:

Darrell Parham, President
Board of Directors
Weed Chamber of Commerce