

**I. Call to Order & Roll Call**

- **Ryan Monette called meeting to order at 8:05pm**
  - **In attendance: Ryan Monette, Nathan Bolin, Patricia Didich, Natalie Wilson, Anabel Toye, Adam Lang, Diane James, Clyde Grooms, Robert Gillette and Stacy Philips.**
  - **Excused absent: Toni Brown & John Broda.**
  - **Unexcused absent: Dr. Michael Piller**
  - **Staff present: Karrah Bittner**
  - **Ex-officio present: Scott Sanders (Village of Roscoe)**
  - **Guest: Bob Newicki (True Value) and Keith Wiklund**

**II. Adoption of Agenda**

- **Motion to approve agenda made by Patricia Didich, Second by Nathan Bolin**
  - **Approved unanimously.**

**III. Consent Agenda**

- December 22 2017 Meeting Minutes  
(if approved, to be uploaded to website – Executive Session to be excluded from minutes)
- **Motion to approve consent agenda made by Nathan Bolin. Second by Diane James**
  - **Approved with no Objections**
  - **Agenda and Last months minutes will be posted to website.**

**IV. Officers' Reports**

- President's Report – *Ryan Monette*
  - Introduction of Karrah Bittner:
    - **Ryan Monette introduced Karrah for any Board Members who have not yet met her. He also acknowledged the extra work Karrah has been doing to keep things running smoothly during the transition.**
  - Committee Chairpersons / Committee Assignments
    - **Ryan Monette asked all board members to supply him with a list of Chamber committees that they actively participate in**
    - **The Chamber is currently in need of a Committee Chairperson for the nominee committee.**
      - **Patricia Didich Volunteered to chair the committee since she is the only member left. (There was no objection to this)**

- Local Gov't Interaction

- **Patricia Didich motioned to start a Governing Affairs Committee, Diane James seconds. Motion Passed.**
- RoRo Expo / Annual Dinner Events
  - **Booth registration is going well.**
  - **Ryan Monette asked all board members to volunteer 2 hours of their time either Saturday or Sunday. It was discussed that Stateline Chamber shirts in orange or teal would be a great for Board members to have for events.**
- Ribbon Cuttings
  - **Ryan Monette suggested everyone to make a effort to block out their schedules for Tuesdays at noon, in hopes to improve Board member attendance.**
- Membership Clean Up (misspellings, etc)
- Processes (for everything)
  - **Proper, organized documentation for all events, committees, procedures, cash, membership Ect...**
- Applications to Fill Board Seats
  - **Ryan Monette would like to find three board members in next few months.**
- Executive Director Search Update
  - **Two interviews conducted so far, 30 applications reviewed. Hope to have ED in place by End of February.**
- 2018 / 2019 Strategic Plan
  - **Scott Sanders recommended reaching out to Rocktec, they are currently helping The Village of Roscoe.**
- Treasurer's Report – *Nathan Bolin*
  - Audit / 990-N Filings (2016 & 2017)
    - **Working with Seipert.**
  - Event Budgets Reminder
    - **There is a outline for all events that needs to be followed.**

## V. Standing Committee Reports

- Marketing Committee – *John Broda*
  - **Annual dinner and RORO update.**
- Finance Committee – *Nathan Bolin*
  - **No report**
- Nominating Committee –
  - **No report**
- Other Committee Reports**
- Personnel Committee – *Dr. Mike Piller*
  - **No report**
- Membership Committee – *Clyde Grooms*
  - **Going forward survey data will be reviewed at beginning of the year for all events.**
- Special Events Committee – *Natalie Herbert*
  - **Lunch & Learn's to have a set outline, a form will be created to be filled out by office staff or Lunch and Learn host.**
  - **Future events in planning process.**
    - **Back to school pub crawl-Fall**
    - **Chamber softball tournament- Spring**

- **Ambassadors -**
  - **Meeting attendance continues to be great, last meeting had about thirteen members present.**
    - **All Ambassadors signed the ambassadors commitment**
  - **Ambassadors will be using all funds raised by their committee to give away scholarships again this year. Eight scholarships were awarded last year.**
- **RoRo Expo Update –**
  - **Randy Johnson and the RR Star will publish the RORO guide book this year**
    - **This will be the first year the Chamber will see a profit from the guide book. 15% of all add sales will be given to the chamber.**

**VI. Old Business**

**VII. New Business**

**VIII. Adjournment**

- **Motion to adjourn made by Nathan Bolin, second made to adjourn by Patricia Diduch. 9:17am Meeting adjourned.**
  - **Next Meeting: February 16<sup>th</sup> (8:00am, Rocktek Workspace)**