



Executive Board Minutes

February 3, 2021 at 11:30 pm
Zoom Conference Call

1. Open Meeting

- a. Roll call – President Roderick opened the meeting at 11:33. Present: Sarah Roderick, President; Gary Funk, Vice President; Andi Manes, Secretary; Mark DiMarzio, Treasurer; Quinn Allen, Member at Large. A quorum was present.
- b. Guests/Staff – Mr. Mike Moos, Executive Assistant. No persons of the public were present.
- c. Set the Agenda – Nothing was added to the agenda.

2. Old Business

- a. Approval of minutes – President Roderick indicated the minutes were emailed to the Board prior to the meeting.
 - i. January 6, 2021 Minutes - ***A motion was made by Mrs. Manes to approve the 1.6.21 minutes with Mr. Funk seconding. No discussion. Roll Call Vote with the Ayes having it. Motion Passed.***
 - ii. January 27, 2021 Minutes – ***A Motion was made by Mr. DiMarzio to approve the 1.27.21 minutes, seconded by Ms. Manes. Discussion by Mr. Allen that the minutes did not reflect the change to also print a limited quantity of Annual Reports. Mr. DiMarzio agreed to such change. No further discussion. Roll Call Vote with the Ayes having it. Motion Passed.***
- b. Treasurer
 - i. Treasurers report – President Roderick indicated the Treasurer’s report was emailed to the Board prior to the meeting. ***Motion was made by Mrs. Manes to approve the Treasurer’s Report, seconded by Mr. Funk. Discussion was to identify what was Square Space and Web1. Mr. Moos indicated those are our text/email service and our website host. Roll Call Vote with the Ayes having it. Motion Passed.***
 - ii. 2021 Budget status – ***Motion by Ms. Manes to approve the 2020-21 Budget as presented, seconded by Mr. Funk. No further discussion. Roll Call Vote with the Ayes having it. Motion Passed.***
- c. Executive Assistant Report – No substantial items to discuss.

- d. Annual Report – Mr. Moos reported on the hard work Mrs. Manes put into design, develop, and produce an Annual Report. He discussed the two sponsors covered the cost to print the report. Any other persons interested in sponsoring would be contacted for future events. Mrs. Roderick indicated that the report was emailed to the Board and final comments are due NLT tomorrow morning.
- e. Events
 - i. Easter Egg (Easter is April 4) – Mrs. Roderick indicated this is fast approaching and do we wish to hold the event considering COVID. It was the consensus of the Board to hold the event on April 3rd. Mr. Moos will contact County Health Department to ascertain if there are any problems with holding the event. The Board discussed and realized that the event will have to comply with any CDC/State/County Health rules and enforce such rules. The Board also discussed that the event must be a sponsored event with no/minimal cost to the Chamber. Mr. Moos will contact the Village to make sure the Village Park is available. It was noted no rain date will be held. Mrs. Roderick volunteered to Chair the committee overseeing this event. ***Motion was made by Mrs. Manes to hold the Easter Event provided it meets all health regulations and sponsors have been acquired, seconded by Mr. Funk. No further discussion. Roll Call Vote with the Ayes having it. The Motion Passes.***
 - ii. Q1 Breakfast – It was decided to combine with the Q2 event.
 - iii. Q2 After Hours – Due to COVID it was suggested that the event become a Zoom call with the topic of PPP grants. Mr. Funk will contact UCB and Mr. DiMarzio will contact WSBT to finalize a date and time.
 - iv. Q2 Golf Outing (May 13)- Mr. Allen is Lead on this event with Mr. Bull and Mrs. Manes assisting.
 - v. Trivia Night – It was the consensus of the Board that this would be a great fundraising event. It was suggested for this fall. Mr. Bull had discussed the AC Club might be interested in hosting it. Mr. Bull will be contacted to possibly take lead on this.
 - vi. Teacher Appreciation Week (May 3-7)- Mrs. Roderick and Mr. Moos provided a brief history of how the Chamber participated in this event. It was suggested that we should expand this beyond SES to all schools in District 15. It was further discussed since we represented areas beyond the District that we consider other districts too. Mrs. Roderick indicated she will contact the WCUSD Superintendent to ascertain what was being planned to assist us in our planning efforts.

3. **New Business** – Mrs. Roderick indicated that time is too tight to cover the rest of the agenda but would like to make plans for the roles of Membership, Marketing, and 10th Anniversary Committees.
4. **Adjourn – Motion by Mr. DiMarzio, seconded by Mrs. Manes to adjourn the meeting. Voice Vote with the Ayes having it. Motion Passed.** Meeting adjourned at 12:51.

Respectively submitted by Michael Moos, Executive Assistant.

*Please note these meetings are open to the membership and public.
Should anyone wish to attend to please send an email to
info@shermanilchamber.org with your name and email address.
We will then be able to send you a call invite.*
