



Executive Board Minutes

August 6, 2021, at 12:00 Noon via Zoom Conference Call

1. Open Meeting

- i. Roll call - President Roderick was delayed so Mr. Moos called meeting to order at 1:04 pm. Present were Gary Funk, Vice-President; Andi Manes, Secretary, Mark DiMarzio, Treasurer and Mike Moos, SACC Executive Assistant. In addition, Mr. Rick Edwards of The Villas was in attendance. No other persons from the public were present. A quorum was declared present.
- ii. Set the Agenda - Nothing new was added to the agenda.

2. Old Business

- i. Secretary, Approval of Minutes – Mr. Moos indicated the minutes was emailed to the Board prior to the meeting. **A motion was made by Mr. DiMarzio to approve July 8, 2021, meeting minutes, seconded by Mr. Funk. Voice vote with the Ayes having it. Motion passes.**
- ii. Treasurer, Approval of Treasurer’s Report. Mr. Moos indicated the Treasurer’s Report was emailed to the Board prior to the meeting. **A motion was made by Mr. DiMarzio to approve July 2021 Treasurer’s Report, seconded by Mr. Funk. Voice Vote with the Ayes having it. Motion passes.**

3. Executive Assistant Report

- i. Board Makeup – Mr. Moos indicated that Mr. Rick Edwards was nominated for the vacant Member at Large position at the last meeting. Mr. Funk asked if he was willing to serve and he indicated yes. **Mr. DiMarzio made a motion to appoint Mr. Edwards to the vacant Member at Large position, seconded by Mr. Funk, Voice Vote with the Ayes having it. Motion passes.**
- ii. NOTE: President Roderick joined the call at this time.
- iii. Executive Board Meetings – Mrs. Roderick indicated that Ms. Manes request we consider changing the date and time of the meeting. **Motion by Mr. Funk to change the official meeting of the Executive Board to the 1st Thursday of the month starting at Noon, seconded by Mrs. Manes. Voice Vote with the Ayes having it. Motion passes.** Mr. Moos will post an announcement on the website of the change.
- iv. Membership Report - Mr. Moos provided an update on membership renewals. We have renewed, at the time of this report, 46 members with more indicating they are in the process of doing so.
- v. VIP List – Ms. Manes indicated the draft of the letter is ready and will be sent to Mr. Moos for action.
- vi. Chamber Decal Order – Mr. Funk indicated the order should be in any time now.

- vii. PPP loan – Mr. Moos indicated the bank notified the Chamber that the loan was forgiven. Mr. Moos indicated he informed the bank we would like official correspondence indicating that action.
 - viii. Chamber Equipment Storage – was tabled.
- 4. Activity/Event Updates**
- i. Executive Assistant search – President Roderick indicated that Mr. Moos had emailed the Board copies of all resumes of persons that responded to our position announcement. Mrs. Manes suggested a HR chart be developed with criteria/questions to ask final nominees at their interview. A timeline was agreed to with the “criteria” document, as well as recommendations (top 3) to interview, be sent to President Roderick by August 13th.
 - ii. Events
 - 1. Queen of Hearts – President Roderick reported on the good turnout at the last raffle and that the jackpot was over 12k. Mr. Moos provided an update on the meeting held with the Queen of Hearts partners, the updated rules, suggestion to sell tickets at events and discussions with the new leadership at Sport Boosters.
- 5. New Business/Items Added to the Agenda** – No new business or items added to the agenda.
- 6. Adjourn** – *Motion was made by Mr. DiMarzio to adjourn the meeting at 1:01 pm, with Mrs. Manes seconding. Voice vote with the Ayes having it. Motion passes.*

Minutes respectively submitted by Michael Moos, Executive Assistant