

MEETING MINUTES

NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING OF THE
WHITEWRIGHT AREA CHAMBER OF COMMERCE
WAS HELD ON THE 11th DAY OF JANUARY, 2022 AT 5:30 PM
MEETING WILL BE HELD AT 111 W. GRAND STREET, WHITEWRIGHT, TX 75491
AT WHICH TIME THE FOLLOWING SUBJECTS WILL BE DISCUSSED, TO WIT:

1. **Attendance/Notice of Meeting:**

- 1.1. Board Members: Laura Freer, Gwyn Jordan, Olivia Hutchison, Angie Eads, Ginger Miller, Amanda Francis, Karri Donoho.
- 1.2. Absent Board Members: Lynn Williams, Jennifer Beasley
- 1.3. Guests: None
- 1.4. Notice of Meeting: To be received and accepted as posted and distributed.
- 1.5. Called to Order: At 5:32 PM Laura Freer, President called the meeting to order.

Informational Reports:

These reports are for information only. No discussion is appropriate unless there is a specific item listed below or there is a request that the item be placed on a subsequent agenda as a discussion and action item.

2. Public Comments: None

Action Items: Business of Meeting:

3. Discuss and approve Minutes from December 14, 2021 Regular Meeting. Motion to Approve: Angie Eads. Seconded: Ginger Miller. Motion carried 5-0.
4. Discuss and approve December 2021 Treasurer Report. Motion to Approve: Olivia Hutchison. Seconded: Angie Eads. Motion carried 5-0.
5. Discuss and approve changes to website. We will add to website a Forms Tab, Business of the Month and New Business, and a Photo Gallery. Generic registration form will also be created that will have a multipurpose. We may need to have Business of the week so everyone has an opportunity to get in the spotlight having businesses for three weeks and individuals for one of the weeks. The Sponsorship Tab needs to be changed to Payment Tab. Motion to Approve: Amanda Francis. Seconded: Angie Eads. Motion carried 6-0.
6. Discuss Event Management System. Sample of Event Management System Check List included. We need to review and see if anything is missing. An Event Lead or Coordinator needs to be added. Task Due Dates needs to be added.
7. Discuss 2022 Events. 2022 Event Mockup Sheets were made using sample sheets for an Event Planning System. Sample event mockups will be used to add to events sheets for to make improvements and add missing items. We need to add Networking Nights to the events this year for our members.

Informational Reports:

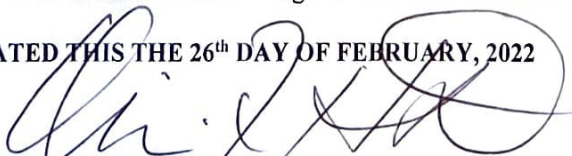
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8. Board Members Concerns: We need someone assigned for picture taking at all our events. Benefit of business belonging to Chamber, how do we prompt the businesses. Make sure we outline the benefits in our Membership cover letter. We need event dates posted on our website, FB and in a mailout. New spool of ribbon is needed for Ribbon Cuttings. We need to put together a blood drive for June 2022.

Action Items:

9. Adjourn: The meeting was adjourned at 7:17 PM Laura Freer, President. Motion to Adjourn: Olivia Hutchison. Seconded: Ginger Miller. Motion carried 7-0.

DATED THIS THE 26th DAY OF FEBRUARY, 2022



Olivia F. Hutchison, Secretary