



Member Meeting Agenda
January 10, 2024
11:30 am – 1:00 pm
Ballad Group (3780 30 Street)

1. Call to Order
2. Approval of Agenda
3. Adoption of Previous Meeting Minutes – September 23, 2023
4. President's Report
5. Administration Report
6. Financial Report
7. Swearing in of new Board Members
8. Round Table/Networking
9. Adjournment

Next Member Meeting: Wednesday, February 14, 2024
Location: TBD
Time: 7am-8:30am



General Member Meeting Minutes Wednesday, September 13, 2023

Executive: Louise Meier, Ray Hilts

Board Attendees: Terriann Masse, Debbie Davio, Brieanne MacLeod, Paula Miller

Ex-officio: Alyssa Calliou, Colleen Stenning

Members: Esther Sonnenberg, Arriane Musni, Tom Pickard, Ashleigh Bulmer, Patricia MacNeil, Kristy Tuts, Rand Richards, Bill Lee, Rachel Watson, Shannon Konsmo, Odette Lloyd, Micky Sachdeva, Michelle Jones, Mallory Lynch, Tara Baker, Ray Hilts, Stephanie Rawluk, Janet Kuehn.

Meeting called to order at Strike Group by Louise Meier at 11:50am.

1. Approval of Agenda

MOTION TO ACCEPT THE AGENDA with addition #7 AGM & Elections			
#1	Moved by	Seconded by	Carried (Y/N)
	Bill Lee	Terriann Masse	Y

2. Approval of Previous Meeting Minutes

MOTION TO ACCEPT THE PREVIOUS MEETING MINUTES			
#2	Moved by	Seconded by	Carried (Y/N)
	Terriann Masse	Patricia MacNeil	Y

3. Executive Reports

I. President's Report as presented.

- i. Attended Chamber Board meeting
- ii. Attended Chamber Executive Meeting
- iii. Attended Moraine Power Generator Project Zoom meeting and open house
- iv. Attended several Golf Tournament Meetings both pre and post
- v. Golfed in the Golf Tournament
- vi. Did an on-air interview with XM 105 for the golf tournament
- vii. Attended several Farmer Market meetings pre and ongoing
- viii. Cut the ribbon for the opening of the Farmer's Market
- ix. Assisted with the Farmer's Market set up
- x. Several interactions with Jobs Now to provide granting information to them



- xi. Attended Town Council meeting – passed a 20 yr capital budget
- xii. Cut the ribbon for LifeMark Vocational Services=
- xiii. Meeting with Mayerthorpe Chapter/Committee
- xiv. Administration with the ED

II. Executive Director's Report as presented.

- i. Golf Tournament Debrief Meeting. Scheduled 2024 Tournament – Friday, June 21st. Confirmed Main Event Sponsor – Ralcomm.
- ii. Building Committee Meeting. Put together one page report for members.
- iii. Attended the pancake breakfast put on by the Town of Whitecourt to send off the voyageurs.
- iv. Meeting with Louise and the Town of Mayerthorpe (CAO Karen) – Mayerthorpe Chamber Chapter clarification.
- v. Meeting in Mayerthorpe to form the committee and discuss the process.
- vi. The Fresh Community Market: Organized vendor applications, Invoicing and payments, and managing the market.
- vii. Administration Changes
 - 1. Hired a new Administrative Assistant/Market Manager
 - 2. 2024 Budget
 - 3. Attended the grand openings for:
 - a. Lifemark Vocational Services – July 13
 - b. Growing Globe Immigration – August 10
 - 4. ACE Summit in Okotoks July 16-19
 - 5. Presentations from ACC Value Added Partners – Payworks, Nine10, and Peninsula, Holly Sorgen – Community Futures, Todd Letts – Brampton Chamber.
- viii. Chamber Member Programs - we received \$429.06 for businesses using Purolator.
- ix. Grants
 - 1. Canada Summer Jobs grant was denied.
 - 2. We received the final payment for the Alberta Jobs Grant \$7,532.31
- x. Farmers' Market Committee Meeting – August 9
- xi. Business Support Network Meeting - August 15
- xii. Trunk or Treat Meeting – August 30
- xiii. Economic Forum planning
 - 1. Sent out sponsorship package.
- xiv. Just Peachy Arts & Crafts opened on Saturday, August 12.
- xv. New Members:
 - 1. Growing Globe Immigration
 - 2. Combined Supplemental Insurance
 - 3. Thyme to Grow Plants and More Inc.



4. Enersync Solutions
5. Patricia Ray Enterprises
6. JVS Building Solutions

MOTION TO ACCEPT THE EXECUTIVE REPORTS			
#3	Moved by	Seconded by	Carried (Y/N)
	Debbie Davio	Patricia MacNeil	Y

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| #3 | Moved by | Seconded by | Carried (Y/N) |
| | Debbie Davio | Patricia MacNeil | Y |
4. AGM Elections – reviewed Board openings. Contact Alyssa by October 4th if you are interested.
 5. BSN Update
 - I. 10-year anniversary coming up.
 - II. Career and Education Expo – September 21, 2023
 - III. Increased demand for workers is soaring. Skilled labour pool is needed.
 - IV. Upcoming activities
 - i. Virtual support meeting (regional) with Economic Development Association of Alberta on October 4th
 - ii. Bringing in Susan Swatzky on November 29th – managing workforce burnout and employee fatigue.
 - iii. Fox Creek BSN Meeting will be available over Zoom with Kristen Cummings on October 19th – generational differences.
 6. Review Building Report
 7. Comments/Questions/Concerns
 - I. Strategic Plan – what were the strategies that lead us to the decision?
 - II. Not enough information provided (expected a presentation):
 - i. Future of the Chamber. The building was supposed to be a business hub and our identifier.
 - ii. What does the building management look like? Who will do it? What is the cost?
 - III. The cost of rent will be more than what we are losing on the building.
 - IV. Are our rental rates competing with our members?
 - V. The members would like to know what we are going to do with the funds.
 - VI. The members would like to know more concrete costs on rent for the Chamber if we don't own the building.
 - VII. Will the amount of time the ED spends on the building benefit the membership if the hours were freed up?
 - VIII. Survey members – what do you envision for the building?
 8. Vote to Sell the Building – cancelled the vote.

MOTION TO POSTPONE THE DISCUSSION ON LISTING AND SELLING THE WHITECOURT & DISTRICT CHAMBER OF COMMERCE BUSINESS CENTRE UNTIL A LATER DATE
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#4	Moved by	Seconded by	Carried (Y/N)
	Patricia MacNeil	Terriann Masse	Y

15 VOTED IN FAVOUR
 3 VOTED AGAINST
 3 OBSTAINED

9. Round Table

- I. Members in attendance introduced themselves and what business they are with.
- II. Members would like to hear the Town of Whitecourt and Woodlands County updates monthly.

The meeting was adjourned at 1:10pm.

MOTION TO ADJOURN			
Motion #5	Moved by	Seconded by	Carried (Y/N)
	Terriann Masse	N/A	Y



President's Report
January 10, 2024



Administration Report January 10, 2024

November-December 2023

Admin

- Paid CEBA loan \$40K
- Training with Colleen
- Membership renewals
- Mailed Christmas Cards
- Elite & Platinum Member visits
- West Central Airshed Society installed a micro sensor on our building.

Meetings

- Member Mixer at GFI Solutions was well attended and we received amazing feedback. We will be doing more mixers and breakfast meetings this year.
- Attended Town of Whitecourt Culture & Events Centre Information Session
- Attended Town of Whitecourt Budget Meeting
- Attended Town of Whitecourt Town Council Meeting
- President's Gala Meeting
- Trade Fair Meeting

Promotions & Events

- Christmas Parade – we had 30 floats and the streets were packed with people!
- I'm Dreaming of a Whitecourt Christmas – we had 34 participating stores and 4 corporate sponsors. We gave away over \$7,000 in prizes.
- President's Gala – tickets are on sale. Thank you to all of our sponsors!

Recap of 2023

Coming up in 2024