

COOPERSTOWN CHAMBER OF COMMERCE
FINANCE COMMITTEE MEETING
Monday, February 8, 2010 @ 9:00 am

PRESENT: Andy Marietta, Becky Davidson-Nielsen, Angela Chadwell, Susan O'Handley, Yvette DiMaggio, and Donna Shipman

Everyone received a copy of the Treasurer's Report and the Budget vs Actual Detail Reports.

Discussion centered around the Area Guide income, expense and distribution. It seems that the majority surveyed about the number of Area Guides to be distributed was to reduce from 50,000 to 40,000. Susan indicated that the Area Guide committee feels that distribution for the coming year is established, with the cost of same estimated. She indicated a desire for the Chamber to become a member of the NYS Travel & Tourism Committee. We would then be able to display our guides and any other paraphernalia at their Shows, of which they have identified about 7 -8 shows. The cost would be for membership, display fees, and shipping expense for the guides. The total would be about \$2,800. The Area Guide committee will submit a proposal with expenses listed to the next Board Meeting.

In addition, they have looked into having our guides on display at about three other area regions outside of Cooperstown. This will also be presented at the next Board Meeting, with an expense itemization.

It was noted that Website Advertising is doing quite well.

We approved moving \$500 from line #88 (Conferences & Meetings) and putting this in Line 59 (Professional Development). This would cover the cost of a customer service seminar attended by Angela and Susan and the cost of an up-coming seminar on management that Susan plans to attend.

Since we know that the expense for printing the Area Guides will be less this year due to the decrease in the number of Area Guides, we have approved moving \$1,000 from Line 106 (Printing) and putting that in Line 79 (Office Equipment). This will help to cover the expense for a new computer that was needed in the office.

New banking signature cards were signed by those Executive committee members present and Angela will get Mike Otis' signatures within the next few days.

Meeting adjourned about 10:00 am. Next meeting 3/8/10 9am at NBT Commons.

Addendum (submitted by Susan): Discussed Letter of Engagement for Audit - Andy will submit so that Audit can be scheduled - Audit Committee will take over from there; Draft Policies for 2010 Form 990 to be reviewed at March Board Meeting.

Susan M. O'Handley, Executive Director
Cooperstown Chamber of Commerce
31 Chestnut Street
Cooperstown, NY 13326
(607) 547-9571
www.cooperstownchamber.org