

# Wahkiakum Chamber of Commerce

## Board Meeting

February 12, 2025 / 1030 hours / River Street Meeting Room

### Attendees

Ryan Murillo	Kay Walters	
Brandi Beedle	Terrie Howel	Diana Zimmerman
Kim Howell	Visitor - ? Stowe	
Robert Jungers	Gene O'Neil	
David Olson	Kay Walters	
Marissa Schillios		
Todd Souvenir		
Lee Tischer		

### Agenda

#### Call to Order - Steve Carson, President

- Steve Carson called for a motion to approve minutes, David moved to approve. Gene seconded. Motion passed unanimously.
- Treasurer's Report:
  - Kim handed out copies of the 2024 Final Budget Report. Kim advised during her first month as treasurer she has gained access to and reviewed all accounts and researched/reviewed eight years of meeting minutes. Also has spent time researching accountants specializing in non-profit bookkeeping.

#### Old Business

- Discussion on 2025 Budget:
  - Financial committee has met and reviewed the budget. Received a grant for the Ferry signage in 2024 but it will show spending against it in 2025. The County did not pay for Q3 or Q4 until April of 2024. We have not received the 2024 Q4 payment yet. Kim advised previously we have tracked money in and out of the accounts but going forward profits and losses need to be tracked. She also advised we are not adequately tracking expenditures and contributions from fundraisers, donors, membership, etc...

- Also, advised the Edward Jones balances have not been updated since 2020. One 6 month CD expires 3/31/25 will need a decision to reinvest. Todd questioned where the initial EJ investment funds came from. Richard advised it was initially saved from end of year profits, as a safety net if loss of funding from congress, to maintain Chamber operations. Todd asked if we could use the County to invest and Marissa advised we would not have access to the same funds as the County.
- Steve entertained a motion to approve the budget. Richard moved to approve, Todd seconded. Motion passed unanimously.

## **New Business**

- The Little Island Creamery submitted an application for funding Regional Book Fest. Requesting \$800 to cover costs for speakers. Creamery submitted a proposed budget for the event. Advised will bring in bodies from out of town, approximately 100 people. Have 30 authors attending. Maria's Place will be catering. Kim entertained a motion. Gene seconded. Motion passed unanimously.
- Kim requested a motion to authorize the Chamber Treasurer to be an administrator of our investment account( currently held at Edward Jones). The Treasurer shall work with the Finance Committee to bring forward recommendations for that account and management to the Executive Committee for decisions. The Status of the investment account will be updated for the board in the quarterly financial report. Richard moved to approve, Gene seconded, Motion approved unanimously.
- Kim asked for a motion to authorize the Treasurer and Finance committee to issue a Request for Proposal (RFP) for accounting services and bring forward a contract award recommendation to the executive committee for approval. Finance committee would like to accept a bid by March 2025. Richard moved to approve, Gene seconded, Motion passed unanimously.
- Steve would like to separate out committees. Ideally would have an economic development and Finance committee. Advises it is the role of the president to appoint committees and thus he will be doing so. He would also like a Hotel/Motel committee to review requests and bring them to the board, seek out events and get the chamber more involved. He would also like to see beautification and business development committees.
- The Treasurer requests the Blooms submit a budget for review at the March meeting and give an update on their recent activities.

## **Employee Report**

- Requested wage increase for Arin upon her 90 day review. States Arin has had innovative ideas and has worked above and beyond expectations. Will be increasing her pay by \$2/hr moving pay to \$20/hr. Executive board has already approved the pay raise.
- Membership is still down. We have 73 Active members, including 2 new members this year.
- Crab Feed

- Have a total of 525 guests.
- Crab prices are up. Have ordered 1100 lbs, down from what was ordered last year, secondary to the price increase. Will give 1 crab per person.
- Have upcoming Canva training Feb 27th at Skamokawa Vista.
- Grant writing class at Vista had decent turnout. People came from as far as Chinook and Naselle.
- Ryan brought the ADO contract to the BOCC yesterday for approval. It has been signed and submitted. Will be meeting with Terina at Port 2 next week. Town and PUD are signed and Submitted.
- Ryan notes after the crab feed he will be focusing on the Ferry 100 yr anniversary.
- Event Calendar and new landing page are live. Ryan is working on promoting it.

## Public Comment

- Ken Johnson with WSCComms is doing a professional video with Columbia Coast Tv to tell stories of the Coastal Area. Looking at National Show with A&E subsection. Total cost will be approximately \$750,000. Have  $\frac{2}{3}$  covered by Pacific County. He is reaching out to chambers to showcase activities in the area. Would like financial support to promote Wahkiakum on the show.
- Delphine advised she will be doing fundraising for the Ferry 100 Year Celebration. Requests help contacting businesses. Neighboring chambers are willing to hand out ferry passes.
- Kay Walters stated that the Grant Writing Course was not accessible for everyone due to the time it was hosted. States she could have had Fair Board members if it had been hosted during evenings/weekends.

## Adjournment 1142 hours