



Oregon Frontier Chamber of Commerce
December 08, 2022
Meeting Minutes

Purpose: December Board Meeting	Date: December 8, 2022 Time: 8:30 AM
Participants: Chamber Board of Directors Stephen Allen, Gregory Price, Brad Attig, Lori Anderson, Betsy von Borstel , Jalet Farrel, Absent: Eilene Flory	

Item	Detail	Action/Notes
Call to Order	Establish Quorum	The meeting was called to order at 8:31am. Jalet made a motion to Approve the November Meeting Minutes as presented (K'Lynn mentioned she did make an edit prior to sending out in board packet, that Lori served 33 years with the Columbia Basin Board and 9 years with Federated). Brad seconded the motion, Motion passed unanimously.
	Approve November Meeting Minutes	
	Directors Mileage Report	Approve Directors Mileage November. Jalet made a motion to approve the mileage report, Brad seconded. Motion passed unanimously.
Treasurer's Report		Management Report sent in Board Packet. There were no questions. K'Lynn mentioned, she and Lori will be working with a QB specialist to answer a few questions with the Pledges/invoices that won't clear the system like we want them to.
Directors Report	Nomination to serve on Oregon State Chamber of Commerce Board of Directors	K'Lynn was appointed to serve a 3 year term on the OSCC Board of Directors; she will be attending a Board Training Meeting on December 16th, in Salem.
	New Members	
	Chamber Mezzanine	8 new members in November Amayah's Cafe (Biggs) CL Studios Emily Bailey with Keller Williams Sunset



	<p>Fall Festival/Shop Local/Regional Events/Holiday Light Parade.</p> <p>Oregon Main Street Tours</p>	<p>Corridor Grass Valley Country Market Lone Elk Marketplace Stanley Valley Ranch The Rubber Buggy She Shack Shop</p> <p>419 Members Strong</p> <p>42 Vendors Attended the Fall Festival in Condon. We printed #5,000 tickets for the shop local promotion and have distributed all but #500. K'Lynn is excited to see what the response is this year. Other regional events that took place were the Fossil Bazaar, the Christmas Bazaar in Grass Valley, Moro and Wasco (tree lighting celebration which included several businesses) as well as the holiday light festival and parade in Condon this past weekend.</p> <p>The Oregon Main Street tours were a HUGE success with nearly 20 participants attending each meeting in all of our 8 participating communities. K'Lynn has created a google doc which is shared with Brad, Sheri and ambassadors to refine and work on over the next several months. Great article in the paper.</p> <p>Brad mentioned how many other resources that are available above and beyond the Main Street program that are a lot of value to our participating communities, including: ATT Community Grant, AARP, Community Development Block Grant, Preserving Oregon Grant and Diamonds in a Rough.</p>
Staff	<p>Strategic recommendation: Hire-Condon Community Ambassador Hire-Financial Manager (Grant</p>	<p>It was discussed that K'Lynn can move forward in the hiring process and that the board is here to help if needed. She will start with hiring local help first and look to potentially outsource work to bookkeeping service.</p>



	management, paying vendors, sending 1099, general banking).	<p>Steve mentioned the need for a mezzanine person, and clarified if that person would also be the Condon Ambassador. K'Lynn feels the need to always have the office covered.</p> <p>Brad mentioned Paro a bookkeeping service out of the Midwest, Greg mentioned that Todd Mishlan is also a great resource.</p>
Main Street	Oregon Main Street Bank Account	<p>Greg made a motion to create a sub-account to our Bank account to distribute OR Main Street Funding. The name on the account shall read Oregon Main Street Grant.</p> <p>Jalet seconded the motion. Motion passed unanimously.</p>
Committee's	Board Committee Roles - Brad	<p>No Updates to share...Still working on descriptions and details.</p> <p>Governance Committee (which would work on 501-C-3 and Bylaw/Policy updates)</p> <p>Community Outreach (events, outreach, donations)</p> <p>Main Street (Committee would review projects, grant opportunities, select projects to apply)</p> <p>Community/Economic Development (Grants, professional Development, projects). The idea is that these 5 committee's would report at a high level during board meetings and meet as needed in between. Lori made a motion to establish the 5 committee's into our policies, Jalet seconded.</p>
Grants	<p>Facade Grant</p> <p>Gilliam Co. Small Business Grant</p>	<p>Open November 7-January 9.</p> <p>\$174,350 Requested/\$89,500 Funded with \$60,500 Available. K'Lynn mentioned grant requests coming in from Maria Cortez, Gregory Cain (Arlington Hardware), Bobbie Vaughn (bBg River Pizza) and one for (River's Edge Deli).</p> <p>There are others anticipated to apply, K'Lynn will visit with the County Court in January to look for an additional installment to the Gilliam County Small Business Grant.</p>



Good of the Order	What's New-Open Floor	<p>The Board asked K'Lynn to put a yearly calendar together for them.</p> <p>Steve will share the Main Street Check list so we can create a process and a clean tool that will help us pick projects that align with the city's goals.</p> <p>Brad suggested we host a meeting for those who are interested in applying for a Main Street grant, to attend an informational session about expectations and to have them fill out the preliminary intake form.</p> <p>K'Lynn will put the information on the website about Oregon Main Street.</p> <p>Jalet would love to see a storyboard of new business start-up's and how the work we are doing is impacting others.</p> <p>Betsy shared that her husband was able to play Santa this past weekend at the Grass Valley Holiday Market and that her daughter was a great supporter of the vendors as well. Betsy also shared that the devastating fire at the BIOPHARMA Hemp Plant in Grass Valley is going to have significant impacts on the community and that already the GV Market is seeing an impact and there is concern in the community about how the fire will impact the community and those families that were making a good wage.</p> <p>It was mentioned that we should reach out to Business Oregon to connect them with GV Market, Brad mentioned that Grocery stores and markets are part of the critical infrastructure in rural communities and there is likely emergency funds that can assist the community during this time.</p>
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		<p>K'Lynn will follow up with Sherman Co. Court to share the benefits of the GC Grant Program. And check their interest in creating something similar especially in times of crisis such as the Hemp Fire.</p> <p>Brad mentioned the opportunity to speak with our legislatures and their staff about the impacts of investing in rural.</p> <p>The Times Journal is under major renovation and in the midst of construction to re-create the space. The Condon Arts Council is hosting a Holiday Play on December 16 and 17 and Steve really encourages everyone to come and support the work of these incredible kids and the volunteers (Stephanie Durfey, Autumn Holland and Jane Cadousteau).</p>
Upcoming Events	Annual Meeting - February 23rd - 5:30 PM	

The meeting was adjourned at 9:32 AM

The next meeting will be on January 12th at 8:30 AM

Annual Meeting Feb 23, 2022 -5:30 PM

A handwritten signature in blue ink, appearing to read "K. Lynn".