

BOARD OF DIRECTORS MEETING MINUTES
Meeting Date: Wednesday, November 21, 2007
Meeting Time: 7:30

PRESENT

Bartlett, Matt – Century 21
Bushman, Patrick - Ludwick Family Fdn.
Miki Carpenter – Foothill Presbyterian Hospital
Chiappetta, Dennis – Athens Services
Garvin-Smart, Dena – Stellar Business Bank
Herman, Ken – City of Glendora
Hamlow, Cliff – Azusa Pacific University
Hermann, Linda – A. & J Cake and Candy
Imboden, Fawn - ACCU
Jafari, D. J. – Glendora Tire & Brake
Macias, Anthony - Primerica
Murabito, Gene – Business Systems Support
Overlock, Darly – America’s Home Source
Schabow, Paul – America’s Loan Source

EXCUSED

Lunde, Rona – Jan’s Towing
Pine, Glen – Hawg Heaven
Viera, Dr. Michael – Citrus College

ABSENT

Harwick, Dr. Clint - COUSD
Nichols, Catherine - GUSD
Workman, Hal – Workman Construction

STAFF

Hodge, Kathy – Director Of Operations
Loomis, Jen – Business Development
Thompsett, Valarie, Administrative Assistant

Call to Order – President D. J. Jafari 7:35 a.m.

Pledge of Allegiance

Approval of Minutes from the July 18, 2007 Board of Directors Meeting –Motion made by Dennis Chiappetta and seconded by Daryl Overlock

EXECUTIVE COMMITTEE REPORTS

President – D. J. Jafari –D. J. reported that he talked to Citrus College about doing some type of artwork project for the Chamber that would be in a similar vein to the artwork on the new buildings located on Grand and Route 66. The Board voted and approved the decision to not hold a Board meeting in December.

President-Elect, Miki Carpenter – Miki handed a “Nominating Committee Timeline” guideline to all Board members present and asked for volunteers to serve on the Nominating Committee which has the responsibility of selecting the 2008 – 2009 Board of Directors. By the end of December the President needs to have the nominating committee in place and should have selected a chairman, immediate past-president and three members from the general membership to serve on the committee. In February a list of nominees should be brought to the Board for review and any other suggestions for nominees will be considered. Ballots are mailed no later than the 3rd week of March and are counted on April 1st or the first working day thereafter. At the April Board meeting results are given and any Board members interested in serving as officers should complete and return an officer interest form. At the May Board meeting the slate of officers is brought before the Board for vote. Installation of officers takes place in June.

Treasurer’s Report, Gene Murabito – Gene reported that the total in checking is \$30,245.91. Our combined total for checking and savings is \$56,414.82. The restricted fund total for Flashback startup money is \$12,649.59. Our liabilities total \$12,500.00 which is the amount still owed for the Chamber building improvements. Expenses are up a bit, but things still look good. Dennis Chiappetta mentioned that when he was recently signing checks, he noticed that we pay the property taxes on the Chamber. *Should that be the responsibility of the Chamber, to pay the property taxes on a rented facility? Is that part of our rental agreement? As far as I know, the Chamber has always paid the property taxes* replied Gene Murabito.

Ambassador Report, Matt Bartlett –Matt reported that Karen Duffy of Lotus of Light and Niki Harlow from Countrywide Home Loans have recently joined the Ambassador committee. The Glendora Christmas Parade will be held on December 8th. Mark your calendars to help decorate the float on the following dates: 12/1 – painting party to paint the wood railings white @ 11:00 am at the Chamber. 12/7 – float decorating @ 5:30 pm at the Chamber. Hay bales have been rented for \$1 a piece to sit on instead of everyone bringing a folding chair. The Jingle Bell Promotion is underway. Ornaments can be purchased for \$20 and will be put on the float as well as taken to the tree lighting ceremony on Dec. 7th.

STAFF REPORTS

Director of Operations, Kathy Hodge – Kathy reported that we have begun receiving payments for the business directory and map. Map sales will begin in either December 2007 or January 2008. Cliff Hamlow suggested that someone from the Chamber be at the parade to hand out directories. The Holiday Mixer will be at the Country Club on November 29th. The cost is \$20 per person and includes a full dinner. The Chamber contract is on the agenda for the November 27th City Council meeting. *Happy Thanksgiving Everyone.*

Director of Business Development, Jen Loomis –Jen reported that 11 members joined the Chamber last month, but 7 dropped. Two of the seven dropped because they are out of the area and three can't afford to belong at this time due to the slowdown of the economy. *Fawn Imboden suggested that the benefits of Chamber membership be outlined as a selling point. Dennis Chiappetta commented that Jen is well-informed when making her calls. D. J. mentioned that a dues rate increase is still being considered. Dennis Chiappetta commented that our dues are less than most other Chambers and suggested a state-wide analysis for a comparison. Miki Carpenter suggested we look at the size of our non-profit organizations to see who could possibly be paying more.* A motion was made by Dennis Chiappetta and seconded by Matt Bartlett to accept the new members.

COMMITTEE REPORTS

Business Affairs, Miki Carpenter - Miki reported that Time Warner has been asked to provide us with a list of airing times for the "I Shop Glendora" commercials. A package for a full 30 second commercial is being sold at a discounted rate by Armstrong Productions and Time Warner. The deadline for advertising in the "I Shop Glendora" mailer is quickly approaching. The ads start at \$380 and the mailer should be mailed to all Glendora households and businesses in December.

Legislative Action, Cliff Hamlow – Cliff reported that the 2nd Legislative Luncheon, sponsored by Athens Services, went very well although attendance was down from the first one. Assemblyman Anthony Adams did an excellent presentation. No lunch will be held in December. The Committee is hoping to get Congressman David Dreier to speak at the January 18th luncheon.

Flashback, Daryl Overlock – No report

Web Site, Glen Pine - No report

Celebrity Waiter, Linda Hermann – No report

Citizen of the Year, Patrick Bushman - Dr Bushman reported that letters to area organizations asking for representatives for the Citizen of the Year nominating committee have been mailed. The first meeting will take place on December 13, 2007.

Scholarship Committee, Miki Carpenter – No report

CITY AND COMMUNITY REPORTS

Glendora City Council, Ken Herman- Ken thanked the Chamber for giving him the opportunity to take the China trip which he found to be an amazing and worthwhile experience. His next "Mayors article" is being devoted entirely to the trip. Concerns are rising because retail sales are down which affects the City's projections. *Join us at 7:00 pm on December 7th at the Transit Center for the Tree Lighting Ceremony.* Regarding the issue of the

antique lights, for safety reasons the City will likely pay to have them restrung. The parking structure at Diamond Ridge is almost complete and other projects within the City are moving along. The Glendora Corner Bakery is open, the ribbon cuttings for Glendora Smiles and Lyons Homes were great and the Gange Project is moving along. The RV Parking issue remains a hot topic. Linda Hermann suggested that the China Trip be mentioned at the next City Council meeting so that the public can be made aware of the November 2008 trip.

Village Business Association – Dena Garvin-Smart reported that she has been asked to represent the Association at the monthly Board meetings. The association has changed their by-laws to “operating rules.”

REPORTS FROM EX-OFFICIO MEMBERS

Charter Oak School District, Clint Harwick – No report

GUSD, Catherine Nichols – No report

Citrus College, Dr. Michael Viera –New Business – No report

New Business – D. J. asked the Board members to take a look at the handout regarding the business license auditing program being implemented by the City Council and the auditing firm of Municipal Auditing Services (MAS) to ensure that every business required to have a city business license has such license. The Chamber has been asked by the City to work with them on informing the businesses within Glendora of the upcoming audit and policy enforcement. A discussion followed with concerns being brought up, including, having to provide a list of vendors that businesses currently work with, the request for last 3 years tax returns to confirm the amount listed on the business license as correct, and the need and possibility of extending the amnesty period.

Cliff Hamlow suggested that *everyone look at the City Municipal Ordinance, which is an older ordinance and does not reflect how business is done today. Perhaps it needs to be tweaked to reflect how business is done today. And perhaps the threshold for vendors needs to be reconsidered. It seems unfair that someone who delivers within the City a few times pays the same amount as someone who delivers thousands of dollars in goods.* It was stated that a flat fee of \$50 each year will be charged to the vendors.

Miki Carpenter asked what the Chambers role is in all of this. *We need to have the answers for our business members and are looking at holding some type of workshop and/or sending out a general letter to explain the procedure,* replied Kathy Hodge. Finally, it was suggested that the Chamber meet with the City Council and City Manager to get clarification on some of the above issues. Overall it was agreed that making sure each business is paying their fair share through this audit is a good idea.

In closing, D. J. wished everyone a Happy Thanksgiving and Merry Christmas. Don't forget the float decorating parties and the parade.

There being no further business, the meeting adjourned at 9:05 a.m.

Minutes recorded by V. Thompsett