

1) Roll Call & Quorum

1	X	Allen, Julie	Treasurer
2		Bouffard, Claude	
3	X	Campbell, Rob	Killarney
4	X	Carriere, Renee	
5	X	Chenard, Jason	President
6	X	Demers, Veronique	
7	X	Hebert-Berube, Monique	Vice-President
8		Hunt, Greg	Markstay-Warren
9	X	Lagrandeur, Sebastien	
10	X	Loftus, Monica	St. Charles
11		Malette, Richard	French River
12	X	Pitre, Justin	
13		Restoule, Pam	Dokis
14		Empty seat	
15		Empty seat	
16		Empty seat	
Non-voting		Kelly, Laura	PC

QUORUM (50%+1): minimum 7 of 13 Yes – 9/13

2) President's Welcome

- a. Introduction of Rob Campbell, Killarney
- b. Election process
- c. Tonight:
 - i. Draft Budget 2021
 - ii. Donation criteria
 - iii. Draft 2021 Sponsorship plan

3) Approval of Previous Minutes

Motion	<i>That the minutes from previous meeting be approved and published.</i>
Moved	Monica Loftus
Seconded	Monique Hebert-Berube
All in Favour	Y

4) Approval of Agenda & Declaration of Conflict of Interests

Motion	<i>That the agenda for this meeting be approved and any conflicts of interest declared and acknowledged.</i>
Moved	Monica Loftus
Seconded	Renee Carriere
All in Favour	Y

5) Operations Calendar

No updates



6) Financial Report

- a. Monthly financial statement review [Julie; screen share attachment]
- b. 2021 Budget for review [Julie; screen share attachment]
To be approved at the December 1st, 2020 board meeting.

7) Staff Time Summary Report

- a. Pie chart with summary & highlights [Laura; report included in meeting package]
Outlined the social meeting strategies that have been initiated (Member Spotlight, New Member Highlight and Small Business Week) and the increased engagement.

8) New Business

- a) Sponsorship package for 2021 special events [Monique; screen shared attachment]
Not for profit included with cash value alternative. Limited number of sponsors on a first come, first serve basis. Monique to present at the AGM, to be promoted in December for sponsorship starting in January 2021.
- b) Criteria for making Chamber donations
 - *Limit it to Sudbury East only (Vero commented, Renee agreed). Doesn't have to be members only, but can't be a director or executive. (Renee commented, if part of the committee, can't vote on it).*
 - *If someone asks for money, it should be a business/non-profit/organization located in Sudbury East providing a formal letter from their lead, should be emailed to BDO, needs to be approved by the Board. Board in voting would look at whether the initiative falls in line with "We Empower Success" and the 5 core values. Make sure the invested money contributes to what we strive for.*
 - *Donations in kind possible too for not for profit, ads with cash value (commented by Renee)*
- c) Request for Proposal to partner with a marketing vendor for promotional videos [RFP included in meeting package]
Changing word "partner" to "hire" on RFP. Ask them to bid on a standard rate for each video length while keeping it open ended for future. (Comments from Rob). Don't have to be a member or director, open to all to bid. Will be posted via social meeting and newsletter, members can share. Applications accepted until November 30th, 2020 – to be presented and voted on at next board meeting on December 1st, 2020.

9) Adjournment

Motion	<i>That the meeting be adjourned at 7:30 pm.</i>
Moved	Monica Loftus
Seconded	Julie Allen
All in Favour	Y

Schedule of Meetings -First Tuesday of each month, 6-8pm

Q1			
Q2			
Q3			
Q4	Oct 6th: Zoom	Nov 3 rd : Zoom Nov 17 th Zoom (AGM)	Dec 1 st Zoom

Parking Lot

Item #	Topic	Pending Info needed	Director with the Ball
1			
2			
3			