

**Albion Area Chamber of Commerce
Meeting Minutes
February 25, 2010**

Opening: The regular meeting was called to order on February 25, 2010, at Crowley's Restaurant by President Greg Allen.

Present: Kurt Geer, Cherry Hill Drive Inn; Liz Pavolko, Albion Area Public Library; Greg Allen, Albion Borough; Edward J. Kempf, Jr., CNB of NWPA; Jim Mikovch, CNB of NWPA; Kris Fausnaught, Northwestern School District; Fawn Huya, Marquette Savings; Tammy Turner, SCI-Albion; Patrick M. Kelley, Northwestern School District; Ray Sobina, SCI-Albion; Evelyn Osterberg, Marquette; Ginger Allen, Crowley's; Amber Wellington, The Albion News; Daniel Ries, Albion Borough Police.

Approval of Minutes: Liz Pavolko made a motion to approve the minutes from the November 19, 2009 meeting; Amber Wellington seconded the motion. Kurt Geer made a motion to approve the minutes from the December 17, 2009 special meeting; Jim Mikovch seconded the motion. Both motions passed by unanimous vote.

Treasurer's Report: Mr. Kempf presented the Treasurer's report. He reported that he had received one invoice from Kurt Geer for first-year website fees in the amount of \$500.00. Pat Kelley made a motion to pay this invoice, and Evelyn Osterberg seconded the motion. The motion passed by unanimous vote.

Old Business:

- **Sign Project**—Greg Allen reported that the original location was not going to work after speaking to the property owners and officials from Penndot. He did report however that he had received verbal approval from another homeowner to install the sign across the street on their property. It was suggested that the prison could install the sign and the Garden Club could be asked to landscape the area. Concerns were brought to the table regarding insurance, maintenance, and a written agreement from the landowner, in the case that the property would be sold, etc. It was decided to table this project until these concerns could be addressed.
- **Survey**—A total of 28 surveys were received from the prison and from the school. Results were compiled and presented to members. It was suggested to advertise the survey more, both in the paper and on the website, and see if anyone else responds to the survey.
- **Website discussion**—It was suggested that local civic organizations and churches be included on the Chamber website, so that visitors or potential residents will be able to see what our area has to offer.
- **Sidewalk Project**—One of the members asked what the details for the sidewalk project entail. Dan Ries explained that the borough employees remove the old sidewalk, the

prisoners lay the new concrete, and the homeowner/storeowner is responsible for half of the cost of the materials, while the Chamber pays for the other half of the cost. The Borough is currently working on a sidewalk plan, so this will be tabled until after that is decided.

- **Christmas Lights**—It was reported that with the donation from the Chamber and the generous donation from the Mikovich Foundation, the Borough was able to purchase 700 feet of commercial grade LED lights for downtown.
- Mr. Mikovch commented on the history of the Chamber of Commerce and wanted to remind members that the purpose of the Chamber was to help businesses and that Chamber needs to be frugal in their purchases, as enrollment has gone down steadily in the past years.

New Business:

- **2010 Membership Drive**—Mr. Kempf reported that there were two new members to the Chamber, Mattera Funeral Home and Steppingstone Restaurant. It had been mentioned previously that the meetings would alternate between restaurants that joined the Chamber, so the secretary will place a call to Steppingstone and inquire if they would be interested and able to accommodate a meeting in the future.
- **Farmer's Market/Flea Market**—Discussion took place in regards to the hosting of a Farmer's Market. This will be placed on the next month's agenda to decide on a date and the location. It was also suggested to possibly incorporate a strawberry festival during the day. Kurt Geer offered to contact some Amish families to see if they would be interested and Amber Wellington said that she would bring something up at the next Fair Board meeting.
- **Relay For Life**—Amber Wellington asked if there would be any interest in organizing a 'Relay for Life', which is a 24 hour event to raise money for cancer research. Several members were interested in possibly organizing this event for next year, possibly holding it at the school's parking lot or the borough park.

Drawing for Attendance Prize: Ray Sobina won the gift certificate from Crowley's.

Adjournment: Ed Kempf made the motion for adjournment, Dan Ries seconded the motion and the meeting was adjourned.

Minutes submitted by: Kristine Fausnaught, Secretary

**Albion Area Chamber of Commerce
Meeting Minutes
March 25, 2010**

Opening: The regular meeting was called to order on March 25, 2010, at Valenza Restaurant by President Greg Allen.

Present: Edward J. Kempf, Jr., Community National Bank of NWPA; Evelyn Osterberg, Marquette Savings; Greg Allen; Tammy Turner, SCI-Albion; Kurt Geer, Cherry Hill Drive Inn; Fawn Huya, Marquette Savings; Liz Pavolko, Albion Library; Amber Wellington, The Albion News; Chris LaFuria, The Albion News; Kris Fausnaught, Northwestern School District; Dan Ries, Albion Borough.

Approval of Minutes: Amber Wellington asked that the minutes from the February 25, 2010 meeting be amended to include Chris LaFuria as being present at the meeting. Liz Pavolko made a motion to approve the amended minutes. Ed Kempf seconded the motion, and the motion passed unanimously.

Treasurer's Report: Mr. Kempf presented the Treasurer's report.

Old Business:

- **Sign Project**—Greg Allen presented a Land Use Agreement between Mr. Leroy Mooney and the Albion Area Chamber of Commerce, for placement of the 'Welcome' sign on Mr. Mooney's property. Evelyn Osterberg made a motion to accept the signed agreement and Fawn Huya seconded the motion. The motion was passed unanimously, and the original agreement will be filed in the secretary's book for future reference.
- **Website discussion**—There was only one website entry for the drawing, so the monthly prize went to Mr. Richard Pogson of Fairview.
- **2010 Membership Drive**—It was agreed that April's Chamber of Commerce meeting be held at the Steppingstone Restaurant, who is a new Chamber member for 2010.
- **Farmer's Market/Flea Market**—Amber has spoken to Fair Board member, Rick Huston, who will introduce the idea to the fair board at their next meeting.
- **Relay For Life**—Amber Wellington reported that she has a meeting set up to find out the details in organizing this event for 2011.

New Business:

- **Officers and Directors—updated list:** Ed Kempf made suggestions and presented recommendations to update the list of Officers and Directors, which was not done in October. Liz Pavolko made a motion to accept the recommendations, Fawn Huya seconded the motion, and the motion passed unanimously. A copy of the revised listing is available with this month's minutes and will be filed in the secretary's book for future reference.

- **Resignation:** Greg Allen stated that he would probably be resigning as president, due to the fact that he no longer represents an organization. Ed Kempf stated that he would check the bylaws to see if that was a requirement of members, and asked if Greg were to resign, that it be presented in writing.
- **Albion's Old Fashioned Day:** Fawn Huya asked for suggestions for contests, activities, etc., for this year's Old Fashioned Day.

Drawing for Attendance Prize: Kurt Geer won the gift certificate from Valenza.

Adjournment: Amber Wellington made the motion for adjournment, Ed Kempf seconded the motion and the meeting was adjourned.

Minutes submitted by: Kristine Fausnaught, Secretary

**Albion Area Chamber of Commerce
Meeting Minutes
April 22, 2010**

Opening: The regular meeting was called to order on April 22, 2010, at Steppingstone Restaurant by President Greg Allen.

Present: Christopher LaFuria, The Albion News; Amber Wellington, The Albion News; Liz Pavolko, Albion Area Public Library; Jim Mikovch, Community National Bank; Edward J. Kempf, Jr., Community National Bank; Greg Allen; Kurt Geer, Cherry Hill Drive In; Fawn Huya, Marquette Savings; Bob Rabell, Rabell Engineering; Kris Fausnaught, Northwestern School District; Charles and Ginger Allen, Crowley's; and Dan Ries, Albion Borough.

Approval of Minutes: Jim Mikovch made a motion to approve the minutes from the March 25, 2010 meeting. Amber Wellington seconded the motion, and the motion passed unanimously.

Treasurer's Report: Mr. Kempf presented the Treasurer's Report, asking for a motion to pay an invoice from Kurt Geer in the amount of \$94.12, for the website hosting fee. Liz Pavolko made a motion, Fawn Huya seconded the motion, and the motion passed unanimously.

Old Business:

Sign Project Update—Greg Allen reported that the sign should be completed early next week. It was brought to Chamber's attention that the borough would need to be contacted to obtain zoning approval before installation. Amber Wellington offered to pick up and fill out the paperwork with the borough. It was also suggested to contact Penndot to confirm that the location was satisfactory with them.

Website Update—**Monthly Drawing**—Kurt Geer reported that Bonnie Kopf was the winner of the monthly website drawing.

2010 Membership Drive/Location of Meetings—Mr. Kempf reported that Chamber currently has 29 members, which was comparable to past years. The May regular meeting will be held at Crowley's Restaurant.

Farmer's Market/Flea Market—Amber Wellington suggested that the farmer's market be scheduled on Friday, the second week in June, so as not to conflict with Edinboro's farmer's market, which is held on Wednesdays. She also suggested that we cross-advertise with Edinboro to draw a bigger crowd to both events. Amber also said she would contact the fire department for the use of the lot where Santa's house is located in the winter. A motion was made by Liz Pavolko to set the Farmer's Market for every Friday, beginning with the second week in June (6/11/10), from 10:00 am until 6:00 pm or sellout. Amber Wellington seconded the motion and the motion passed unanimously.

Relay For Life—Amber reported that she has a scheduled meeting with the representative next week, and hopefully will have more information for next month's meeting.

New Business:

Sidewalk Plan—Dan Ries passed out information updating members on the downtown sidewalk program. Currently there are four businesses that have expressed an interest in the program. Dan and Bob Rabell explained that the borough is meeting with Penndot to discuss restrictions and curbing requirements. Bob also explained that there may be an issue with the trees that are currently planted, and that some or all of them may have to be removed to prevent future damage to any new sidewalks. It was suggested that possibly, down the road, decorative lightposts, or plant decanters could be installed, however this is a very expensive endeavor. It was asked what the cost of Chamber's responsibilities in regard to payment for any new sidewalks. Bob Rabell gave an approximate quotation of materials, which would be approximately \$100 chamber/\$100 business owner. This would cover the cost of concrete, gravel, etc.

Old Fashioned Day—Fawn Huya reported that the day is scheduled for the second Saturday in August. She said that the Wrestling boosters had asked if they could sponsor a Cow Patty Bingo competition. Other suggestions for events were a corn hole tournament, hat contest, dog parade, duck race, cute baby contest, kid's games, and possibly free music. Chris LaFuria suggested entertainment from the medieval faire and said he would try and contact someone in regards to that. Fawn was asked what Chamber's predicted expenses would be for this day. She reported that most of the items are donated through area businesses and organizations, however there is a small expense involved with the popcorn, balloons, prizes, and postage.

Drawing for Attendance Prize—Dan Ries won the gift certificate for Steppingstone Restaurant.

Adjournment—Liz Pavolko made a motion to adjourn, Kurt Geer seconded the motion, and the meeting was adjourned.

Minutes submitted by: Kristine Fausnaught, Secretary

**Albion Area Chamber of Commerce
Meeting Minutes
May 27, 2010**

Opening: The regular meeting was called to order on May 27, 2010, at Crowley's Restaurant by President Greg Allen.

Present: Greg Allen; Liz Pavolko, Albion Library; Bob Rabell, Rabell Engineering; Dan Ries, Albion Borough; Amber Wellington and Christopher LaFuria, The Albion News; Kurt Geer, Cherry Hill Drive In; Patrick Kelley, Northwestern School District; Edward Kempf, Jr. and Jim Mikovch, Community National Bank; Ginger Allen, Crowley's; Fawn Huya and Evelyn Osterberg, Marquette; and Kris Fausnaught, Northwestern School District.

Approval of Minutes: Liz Pavolko made a motion to approve the minutes from the April 22, 2010 meeting. Fawn Huya seconded the motion, and the motion passed unanimously.

Treasurer's Report: Mr. Kempf presented the Treasurer's Report. Amber Wellington made the motion to approve the Treasurer's Report, Fawn Huya seconded the motion and it was passed unanimously.

Mr. Kempf then asked for a motion to pay an invoice from Ohio Casualty in the amount of \$283.00, for liability insurance for events. Amber Wellington made a motion, Pat Kelley seconded the motion, and the motion passed unanimously.

Mr. Kempf also asked for a motion to pay an invoice from That's My Sign, in the amount of \$1,875.00. It was also agreed that the secretary will send a letter to Albion Borough asking for them to issue a check to Chamber for half of the amount of the invoice, \$937.50. A motion was made by Liz Pavolko and seconded by Dan Ries to pay the invoice in full and bill the borough for half of the cost. The motion passed unanimously.

Old Business:

Sign Project Update—Greg Allen reported that the sign had been installed. Amber Wellington reported that as of Tuesday morning, a permit had not yet been issued by the Borough and asked why the sign had been installed without having this permit. After much discussion from members regarding this situation, Amber assured members that she would obtain the necessary permit.

Website Update—Monthly Drawing—Kurt Geer reported that Joyce Jones was the winner of the monthly website drawing.

Farmer's Market—Amber Wellington reported that the fire department was okay with the use of the lot, and said that she would get something in writing to that effect. Amber will also make some signs and flyers to try and generate some interest. She, Fawn Huya and Chris LaFuria agreed to distribute these flyers.

Relay For Life—Amber reported that she had a meeting with a representative from Relay for Life. They had expressed that if Chamber was interested in sponsoring an event, they should create a team and participate in someone else's event first. They stated that there was an event at McDowell High School on July 23, 2010.

Old Fashioned Day—Fawn Huya reported that letters will go out next week. She has a possible brass band scheduled, but is still in need of food vendors. Events scheduled for the day include cow patty bingo, a cornhole tournament, and a dog parade.

Sidewalk Plan—Bob Rabell reported that the survey work and drawings had been completed. He said that Penndot should be issuing a permit by June and that some of the trees will have to come down to proceed with the project.

New Business:

Erie Inland Port Project—Jim Mikovch summarized this project for the members.

Resignation—Pat Kelley stated that he is formally resigning from Chamber, as a result of possible relocation for him and his family.

Drawing for Attendance Prize—Jim Mikovch won the gift certificate for Crowley's Restaurant.

Adjournment—Fawn Huya made a motion to adjourn, Liz Pavolko seconded the motion, and the meeting was adjourned.

Minutes submitted by: Kristine Fausnaught, Secretary