

**Board of Directors Meeting**  
*April 2, 2024 @ 6pm*  
*Noelville Boardroom + Zoom*

**1) Roll Call, Quorum & Welcome**

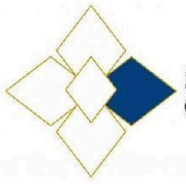
1	P	Bouffard, Claude	President
2	P	Carrier, Renee	Vice President
3	P	Allen, Julie	Treasurer
4		Chenard, Jason	
5		Pothier, Mathieu	
6		Hebert-Berube, Monique	
7	P	Lagrandeur, Sebastien	zoom
8	P	Laframboise, Julie	zoom
9	P	Pitre, Justin	zoom
10	P	Schneider, Willy	
11		Bradbury, Mary	
12		Olsen, Steve	
13	P	LeBlanc, Lorraine	
14		Empty seat	
15		Empty seat	
Non-Voting	P	D'Amour, Jill	BDO

**QUORUM: 7 of 13**

**8 attended.** Due to technical difficulties the meeting started late. Claude welcomed everyone at 6:10 pm

**2) Approval of Agenda & Declaration of Conflict of Interests**

Motion	<b><i>That the agenda for this meeting be approved and any conflicts of interest declared and acknowledged.</i></b>
Moved	Willy
Seconded	Julie
All in Favour	yes
Conflicts Declared	



**3) Approval of Previous Minutes**

Motion	<b><i>That the minutes from the previous meeting be approved and published.</i></b>
Moved	Willy
Seconded	Renee
All in Favour	Yes - as amended

**\*\*Lorraine had discussed having an auditor view our records at the December 12, 2023 meeting. That discussion was not in the minutes but has since been amended to include that discussion.**

**4) Financial Report 2023**

[Julie]

Motion	<b><i>That the presented financial statement(s) and balance sheet(s) be approved as presented.</i></b>
Moved	Willy
Seconded	Julie
All in Favour	Yes

**5) Financial Report 2024**

Motion	<b><i>That the presented financial statement(s) and balance sheet(s) be approved as presented.</i></b>
Moved	Lorraine
Seconded	Willy
All in Favour	Yes

The fiscal year is from January 1 to December 31.

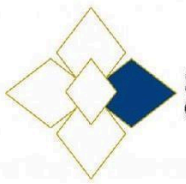
As of now we have 17 outstanding members.

The DSS unused grant money will be returned as the DSS program is over.

**6) Business Event with Fednor, Economic Partners and NOHFC**

Motion	<b><i>That the presented idea for the event be approved and any conflicts of interest declared and acknowledged.</i></b>
Moved	Julie
Seconded	Sebastien
All in Favour	Yes
Conflicts Declared	

The business event will take place on May 22, 2024 at the Markstay town office. With 4 guest speakers FedNor, OMAFRA, Economic Partners, NOHFC. The topic is Funding for Businesses. The venue holds 20 people and this is the second year for this event. The ticket price for non members will increase this year to \$15 and that can be used towards a 2024 chamber membership. Will provide light refreshments/snacks.



**7) Business Event “Women in Business”**

A possible event in August that will highlight women in business. The idea is to have a few Keynote speakers, lunch, etc. In order to find potential sponsors, there could be an ad in the newsletter and on our social media. Guest speaker ideas would be Amy shopmann, Gisele Pageau, kathleen Rochon. A suggestion was to have the event later in the fall, possibly September.

**8) ANGELES PROPOSAL**

Motion	<b><i>That the contract be approved and signed between Milestone Marketing &amp; Events and SECC</i></b>
Moved	Lorraine
Seconded	Justin
All in Favour	Yes
Conflicts Declared	

Angele’s proposal is basically she will do website and social media updating and light help with some events in return for committed advertising for her business Milestone Marketing and Events. This was accepted with certain conditions. She would need to be a member of the chamber and that the contract be reviewed each year and approved by the board. It was suggested an invitation for tender should be sent out for all members. This option will be considered when the contract has expired in April 2025.

**9) BDO**

[Jill]

- **Events planning; women in business, small business event, Agm**
- **Member discount ideas**

A few events are being planned for the year;

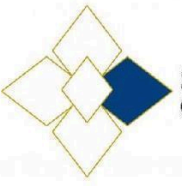
The Funding Your Business Event on May 22, 2024 - discussed in article 6.

The Women in Business Event in late fall 2024- discussed in article 7.

The AGM is set to take place at the Noelville art gallery on October 1, 2024. There will be certificates handed out to nominated businesses, cheese and cracker tray with wine. The planning is in preliminary stages as of right now.

A new window decal for members was designed and printed. I’ve visited a few new and existing members to introduce myself and give them a decal. I’ve also designed a new ‘In Review’ page that showcases everything that the chamber has accomplished over the previous year. The template can be re-used and added to the newsletter at the beginning of each year and in presentations during events.

Attending Advocacy Day in February has taught me a lot of important things about advocating for our members. I was able to represent the chamber in a distinguished setting and speak with other chamber professionals on matters that affect the Sudbury East area. Andy Veilleux from the Sudbury Chamber of Commerce has taken some time to help me understand the steps that are important to take in order to have our voices heard. The AGM in 2025 would be an important event to attend.



## 10) Grocery Store development for Markstay Warren

[Lorraine]

Lorraine is working with the Markstay Seniors Club who are proposing a grocery store/delivery service for Markstay - Warren and area. With the closure of the Markstay store, this has left many residents with food insecurities. Warren has some infrastructure for delivery and potential business development for a small grocery store.

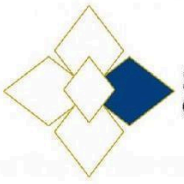
Infrastructure is an issue in the Markstay village but potential space in the Markstay Arena. Creative Meats may have the infrastructure to hold food for distribution and potential business development. Rustic Cafe in Warren may have space. They are presently doing errands in Verner for some residents in need and preparing meals.

Lorraine started talks with the Independent in Coniston and the Coop in Verner. The Co-op has shown interest in getting involved. The project must include the farmers in the area to assure sustainability and lower footprint.. A questionnaire is being circulated in both communities in order to determine what is feasible. The Municipality is kept informed of the project but will not be involved.

Lorraine is asking for volunteers to form a small committee for this project.

Funding: Claude has suggested contacting Co-op Canada, College Boreal, Economic Partners to see if there are any programs or grants that may be available. Once the project is up and running the Chamber may be able to provide assistance.

Lorraine plans to attend the 'Fund your Business' meeting on May 22 to discuss the project.



**11) Open Discussion and ideas for events or suggestions for the next couple of months**

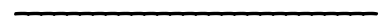
**[Board and Staff]**

- Lorraine has asked about the SECC By-Laws, Code of Conduct and Privacy Policy. She would like to have them sent to her and added to our website.
- Justin Suggested the chamber organize a Home and Rec show each year. It can be held in a different community each year. We could look into the fairgrounds, arenas etc for a venue. An idea for pricing would be that our members get a discounted rate. The bigger the booth the more it would be for the vendor.
- We should try and get more food oriented businesses on board with the chamber. Our local caterer’s, restaurants, grocery stores, etc.
- We should have Dokis First Nation more involved as well as Henvey Inlet. Jill will reach out to Dokis.
- A vendor market/Youth event could possibly bring in memberships from the younger entrepreneurs. Maybe having a table or speaking at a highschool could generate interest.
- The Warren agricultural association is partnering with the Verner Rodeo this fall. It could be an opportunity to get out into the community.

**12) Adjournment**

Motion	<b><i>That the meeting be adjourned at 7:45 pm</i></b>
Moved	Willy
Seconded	Julie
All in Favour	Yes

*Claude Bouffard*



**President Claude Bouffard**  
***Approved on behalf of the Board of Directors***

**2024 Meetings**

***September 3, 2024***

***October 1, 2024 AGM***

***December 3, 2024***