



Board of Directors Meeting
 January 3, 2018
 Chamber's Sandy Neck Conference Room
 5 Patti Page Way, Centerville
 7:30 AM

AGENDA

7:30 AM **Board Chair Report & Consent Agenda** Ken Smith
 Financial Overview – duty of fiscal oversight

EMAC Listening Tour & subsequent regulations Larry Drago

Vote: to approve consent agenda items:

- Minutes of the last meeting
- YTD Key Performance Indicators Log (as available on first day of month)
- List of New / Dropped Members (Nov + Dec)
- November 2017 financial statements – executive director's summary
- Ratify electronic vote to appoint the Nominating Committee (Drago, chair, Gottlieb, Parenteau, McMahon representing the board and Lee & Howard & Neitz as non-board members.
- Reauthorize policies: (Use of logo, letterhead, titles; Affiliates' use of Chamber staff, logos, licenses, office space, WISP)

7:40 AM **TREASURER'S REPORT & FISCAL OVERVIEW:**

- Our largest revenue sources– chart
- Expense control
- Chamber Fiscal Policies & Procedures
 - Policy Manual (reauthorized in October, 2017)
 - Budget & Finance Committee role / Staff roles
 - Treasurer without term limits
 - Ad Hoc Risk Review Committee
- Annual Audit Document – presented for **VOTE** to accept auditor's report
- Accountability to Executive Office of Housing & Economic Development

8:00 AM **CEO Report** **Wendy Northcross**
Board Strategic Planning in February **Chris Adams**
Blue Economy Video – 3 min

8:10 AM **Pillar Reports:** **Melinda Gallant**
Membership **Rich Delaney**
Policy/ Wastewater Task Force **Linda Markham**
Ec Dev/Workforce Task Force
 Puerto Rico Recruitment Effort
 Mayor Walsh's summer job & internship program
 Mobilize USA
Destination Marketing/CVB **Ellen Spear**
 Revenue generators

The mission of the Cape Cod Chamber of Commerce, on behalf of its members, is to strengthen, support and promote the economic viability, cultural richness, environmental sensitivity and social needs of Cape Cod.

