

Harrow Colchester South Chamber of Commerce
October 15th, 2014 Meeting Minutes
Harrow Colchester South Arena Community Room

Attendees: Jill Marontate, Corrie Bramhall, Craig Miller, Murdo McLean, Tim Smeltzer, Connie Vollans

Absent: Bill Baker, Derek Didone, Mike Janisse, Peter Timmins

Guests: Anne Miskovsky – Town of Essex, Tammy Affleck, Nicole Foran – Libro, Anne Marie Grant - Northern Shores Wellness, Chris Carter – HIERS, Rob McLean

Call to Order by Murdo McLean @ 8:00 a.m.

Presentation by Tammy Affleck and Nicole Foran from Libro for \$800.00 for the New Year's Eve Family Fun Night – article will be in the Harrow News

Approval of Agenda: by Tim Smeltzer, 2nd Corrie Bramhall – carried

Minutes of Sept. 17th meeting: by Craig Miller, 2nd Jill Marontate – carried

Financial Statement: by Tim Smelter to approve statement & pay outstanding bills, 2nd Craig Miller

Budget 2014/2015: Finance Committee – Jill Marontate, Murdo McLean & Tim Smeltzer met and discussed – refer to handout at meeting, approval by Corrie Bramhall, 2nd Craig Miller – carried

New Year's Eve Family Night: Corrie Bramhall will approach High School to look for volunteers – will allow students to work toward achieving their volunteer hours.

Welcome Packages for New: a) Businesses b) Residents: Committee met and discussed, here are some of the quotes:

This is a summary of our information regarding door hangers. Jennifer does have someone in mind that may be able to give us a better rate than these estimates and she has a graphic artist who will do the work at a flat rate. I checked with the Harrow News and Laser Art and neither complete this type of work. I have two estimates and an attached email from Minuteman Press below:

ACKO Printing – full colour – 100 - \$59.00; 250 - \$103.00 plus set up fee

Standard Printing Inc. – full colour – 100 - \$150; 250 - \$160.00 plus set up fee of \$16.00.

From Minuteman: Here is some pricing for door hangers. We can have them done at our central facility and avoid the special cutting charges, but they offer only set sizes and amounts.

I priced out an 8.5 x 3.5 sized door hanger (the other option is 4.25 x 11)

It would be printed in full colour on a 14 pt. card stock with a UV coating (glossy).

The cost for 100 would be \$116.01 + \$10.00 file set-up charge*

The cost for 250 would be \$126.14 + \$10.00 file set-up (they do not offer quantities of 200)

*The file fee will be \$10.00 if you can provide us with a print-ready file. Otherwise, graphic design charges will be added.

I hope this answers your questions. Feel free to call or email if you need more information.

Letterhead, Envelopes & Membership Forms: see handouts from meeting Harrow News & Web Planet, since we have funds remaining on account with Web Planet, Corrie Bramhall made a motion to order: Letterhead - 2500 @ \$198 + HST, 2 Part Carbonless Forms – 1000 @ \$290 + HST & Envelopes – 2500 @ \$181 + HST all “Delivered to your door) – production time to be 5-7 business days – 2nd Craig – carried

Other Business: Anne Miskovsky from The Town of Essex will be looking at getting funds to help out with the Door Hangers and bring the Essex BIA into discussions around welcome packages – if we work together it’s a win-win for both communities

Sherry Bondy from Town Council mentioned that we should let her know if we need any help from the town she would be more than willing to add our wish list to hers when submitting to Council.

Anne Marie Grant mentioned that she is hosting Women to Women Dec. 3rd, 2014 and just informing us of the cost and that space is still available for residents and businesses in town.

Next Meeting: November 19th, 2014

Adjourn: 9:00 a.m. Murdo McLean & Tim Smeltzer