

IOWA CHAMBER OF COMMERCE ASSISTANTS
Board of Directors
Cedar Rapids Area Chamber of Commerce
Friday, August 11, 2006 – 11:00 am

Brenda Levitt
Stephanie Standard
Jodie Smith

Staff: Sara Mentzer & Joy Nicholson

Call to Order – Levitt

Meeting called the order to order at 11:20 pm.

Review and Approval of Minutes

The minutes were approved as presented.

Staff Report

President Replacement

There was discussion if Brenda wished to serve two years or count this as her year. The first step though is to talk to her boss about what he needs. Brenda said she was willing to serve if needed but if they want fresh faces she will step aside. The majority hoped Brenda would serve two years but she will still confirm with Dennis. The Board will have a further at conference to fill a vacant Board seat. The Board members will be thinking over the next two months of possible candidates for that slot.

Financials – Falck

Until the conference registrations are mailed there is not much activity. We should have the registration form posted in the next weeks. Since Kristina was unable to attend we will ask for an email update on the financial situation. A key is if there are any other sponsors than ICCE. We also need Kristina to formally request the \$500 sponsorship from ICCE.

Committee Reports

Communications (Newsletter) – Scheckel

The hope is to have another newsletter out the end of September as a last push on conference attendees. There should then be a November newsletter summarizing the conference.

Conference Update

The Board has offered 3 scholarships to encourage new attendees and also some new people. There was a suggestion to add a question if the only way to attend the conference is through the scholarship. Once the applications are received the Board will decide.

Old Business

There was a discussion of follow up on membership with ICCE and ICCA. Some members had asked to attend a joint meeting with the E Board to follow up.

New Business***Next meeting date & time***

The next meeting will be at the October Conference.

Adjourn

Respectfully submitted: Sara Mentzer