



September 4, 2025 Meeting agenda

St. Martins & District Chamber of Commerce **Board Meeting Agenda**

1. Call to Order/Opening 7:05 pm
2. Roll call/Attendance Elaine, Kathleen, Bev, Jess, Mary Clowater
3. Approval of agenda Jess first, Kathleen Second
4. Address or proposals from the Community ; Tourist inquiries, found to be pointing to the Chamber and not the Village and this is corrected. Community members asking about the OHW replacement.
5. Address or proposals from Chamber Members ; Kathleen has brought forward a volunteer Mary Clowater for our board. Will volunteer until the next general meeting for an election.
6. Reports
 - 6.1. Goals Update - Five Goals
7. Old business

August 07, 2025

Action Items ✨

Add Driftscape packages info to chamber website benefits page
Jess White

Contact businesses not renewed/paid (Second Wind Cycle, St John Heritage Fundy Zone, Hutch's General Store, Rustic Rooster, 15-2 Equine, Sandstone Chalets). Verify w/ Wendy first
Jess White

Draft newsletter (board msg, chamber goals update, intro board members, upcoming events, new member spotlights, benefits, survey link, biz listing update reminder, Dark Sky update)
Jess White

Post social media update re new website info/benefits
Jess White

Add phone number field to bursary application form
Jess White

Contact bursary recipients (Olivia for Hutches \$500, Tristan for Chamber \$400).
Arrange photos for posting
Bev

Start process for changing chamber's legal name (remove "Regional Tourism
Association")
Elaine Shannon

Update strat plan doc (new vision/mission statements, ABCD language, goals)
Kathleen

Draft volunteer code of conduct / expectations doc for committees
Elaine Shannon

Intro Mary Buick Clowater to Elaine re potential membership director role
Kathleen KMH Holland

8. New business

8.1 D&O Insurance Application

8.2 Atlantic Chamber Application and payment

8.3 Fundy Partnership Update and Shorenet

8.4 Letter of Support for Cliff Valley Astronomy Jess to complete

8.8 Newsletter

8.9 Dark Sky event SEpt 26 ,

9. Next meetings

9.1. Board of Directors Oct 8th 6:30 - 8:30

9.2. General membership meeting October 2nd.

When - Oct 2

Time - 7:00 - 9:00 pm

Where - Community Center

Food and Beverage - sweets and tea/coffee (Jess)

Speaker - Kathleen group exercise on What do we?

Bring a friend, round table introductions , feature new members

Jess bring projector

10. Adjournment Bev seconded by Kathleen 8:54 pm