

**AGENDA**  
**BOARD OF DIRECTORS MEETING**  
**July 14, 2010**  
**Chowchilla District Chamber of Commerce**  
**Civic Center Public Conference Room**  
**12:00 Noon**

**1.0 CALL TO ORDER**

**2.0 PUBLIC COMMENT**

The Public may address the Board on any matter pertaining to the Chowchilla District Chamber of Commerce or activities within the community that is not on the agenda; however, the Board is prohibited by law from taking any substantive action on matters discussed that are not on the Agenda. Each guest is limited to three (3) minutes unless previously scheduled.

Peggy Haupt, City of Chowchilla Liaison to Chamber

**3.0 CONSENT CALENDAR**

All matters listed under the consent calendar are considered to be routine, and will be enacted by one motion in the form below. There will be no separate discussion of these items unless good cause is shown prior to the motion approval.

**3.1 Action:** Ratify Minutes and Attendance of the June 9, 2010, Board of Directors Meeting.

**4.0 CORRESPONDENCE**

**4.1** Madera County Workforce Development, Open House, July 8<sup>th</sup>, 9a-3p, 209 E. 7<sup>th</sup> Street, Madera

**4.2** California Downtown Association 2010 Annual Conference, 9/29 to 10/1, Sacramento.

**5.0 REPORTS**

**5.1 Administrative Reports**

5.1a Treasurers Report – Treasurer Jones

5.1b Manager Report – Manager Flanagan

**5.2 Committee Reports**

**Working:**

5.2a General Meetings – Director Christoffersen

5.2b Car Show – Director Flanagan

**Ad Hoc:**

5.3a Madera County Community Grant Application – Manager Flanagan

## 6.0 OLD BUSINESS

**6.1** Consideration of the Chowchilla Photo Club and Arts Guilds procuring a space in the Chamber Office/Welcome Center to display framed photos and paintings – Manager Flanagan

## 7.0 NEW BUSINESS

**7.1** Consideration of an agreement between the Chamber and Chowchilla Arts & Photo Club to provide space in the Chamber office.

**7.2** Consideration of letter of resignation by Brad Banks and to fill vacancy of Board Position – Vice President

**7.3** Discussion regarding MOU and other services received from City of Chowchilla – Manager Flanagan

## 8.0 ANNOUNCEMENTS

**8.1** Chowchilla Lioness Lions Club Casino Night, July 31, Little Theater, 5:30-11:30p

**8.2** Vietnam Moving Wall, Veterans Memorial Park, August 12-16, contact VFW or American Legion Members

**8.3** 20<sup>th</sup> Annual City-wide Block Party, Sports & Leisure Park, 5:30-9:30p

**8.4** Chowchilla Athletic Foundation Texas Hold'em Tournament, O'Laughlin Hall, 6p

**8.5** Trinity Resource Pregnancy Center 2<sup>nd</sup> Annual Benefit Dinner, Crossroads Church, 6p

## 9.0 ADJOURNMENT

**SIMPLE PARLIAMENTARY PROCEDURE Guidelines for Better Business Meetings** (Reference: Robert H.M. (1981) *Roberts Rules of Order* (rev. ed.) Glenview, Illinois: Scott, Foresman & Co.

### HOW TO PRESENT AND DISPOSE OF A MOTION

A motion is the method by which business is brought before an assembly. Motions may grow out of reports or other communication. Often a committee report, letter, or memorandum will introduce information the assembly wishes to take action on. The procedure used in handling a motion is described by the following series of steps:

**Step 1: Obtaining the Floor.** Before motion can be presented, the Chair must member must be recognized by the Chair.

**Step 2: Making a Motion.** A simple statement "I move that....." Once the motion is stated, before discussion, the motion must be seconded.

**Step 3: Seconding a Motion.** After the motion is made another member seconds the motion by saying "I second the motion" or "Second".

**Step 4: Debating the Motion.** Immediately after the Chair states the motion, he/she should ask "Is there any discussion?" or "Are you ready for the question?"

**Step 5: Putting the Question (calling for a vote).** The presiding officer says "Are you ready for the Question?" If no member requests further discussion, the vote is called.

**Step 6: Announcing the Results.** The chair announces the result of the vote immediately, including: 1) Which side has won. Ex. "The ayes have it." 2) The result of the voting. Ex. "The motion carries." 3) The action that must result. Ex. "The club will..."