

**Ambassador Committee  
Chamber Conference Room  
September 14th 2011**

Present: Dianna Mattfield, Diane Skelly, Laurie Nivala, June Johnson, Brad Johnson, Jessica Knutson, Michelle Graber, Stacy Grosse, Lori Whitted, Peg Schaugh, Bobbie Mc Inerney, Diane Clough

Chamber Staff: Kerry Larsen

Call to Order: Dianna Mattfield called the meeting to order at 8:00 AM.

**APPROVAL OF AUGUST 2011 MINUTES:**

Brad Johnson made a motion to approve the August 2011 minutes; Diane Skelly seconded; Motion carried.

ACTION: No further action is needed.

**UPDATE EMAILS & INFORMATION:**

Dianna Mattfield passed out an information sheet for the Ambassadors to update their contact information. Kerry will make these changes and email out as soon as possible.

ACTION: No further action needed.

**SUB-COMMITTEE REPORTS:**

**\*\*Ribbon Cuttings/Greetings:**

The committee was updated on ribbon cuttings. These consisted of Country Financial, Business North and The Local Boy. Kerry requested greeters for the October 6<sup>th</sup> event – Taking Care of Business at ICC in the Mullins Gym. Ambassadors that volunteered are Peggy Schagh, Jessica Knutson and Bobbi McInerney and Stacy Grosse. Kerry will email the Ambassadors that volunteered as it gets closer to the event. Kerry reminded the committee members who signed up for the Chamber Business Spotlight and the Customer Service Awards at the Chamber luncheons. After a brief discussion the committee decided unanimously to change the Ribbon Cutting scheduling procedure by concentrating on members who have most recently joined the Chamber. Members who joined earlier in the year and haven't opted to schedule their Ribbon Cutting yet will be contacted again at a later date.

ACTION: Stacy will continue to ask for committee member volunteers as needed. Kerry will remind the Ambassadors that volunteered for the October 6<sup>th</sup> event.

**\*\*Chamber Connections:**

Michelle Graber discussed the upcoming Connections. Kerry and Michelle will continue to communicate and make sure the Connections are scheduled and ready to go.

ACTION: No further action is needed.

**\*\*2012:**

Dianna Mattfield wanted the committee members to start thinking of committee chairs/chair for 2012 along with subcommittee chairs. The goals and mission statement and the policies/procedures will be discussed too at the October and November meetings. There is no December 2011 meeting due to the Chamber Ambassador Christmas party.

ACTION: Kerry will email Peggy and Dianna all information needed to be reviewed for the upcoming meetings.

**\*\*Holiday Party:**

The Chamber Ambassadors are starting to plan the annual holiday party. Michelle Graber, Bobbie Mc Inerney and Jane O'Leary will plan this event. Bobbie Mc Inerney will call Jane O'leary and let her know her expertise is requested for this event.

ACTION: The holiday subcommittee will keep the committee members updated on the holiday party as needed.

**Next Meeting: The next meeting will be October 12th 2011 at Chamber of Commerce at 8:00 AM.**