

**Ambassador Committee
Chamber Conference Room
November 9th 2011**

Present: Dianna Mattfield, Diane Skelly, June Johnson, Jessica Knutson, Michelle Graber, Lori Whitted, Bobbie Mc Inerney, Dwight Moody

Chamber Staff: Kerry Larsen

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

APPROVAL OF OCTOBER 2011 MINUTES:

Bobbie Mc Inerney made a motion to approve the October 2011 minutes; Michelle Graber 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.

ACTION: No further action needed.

SUB-COMMITTEE REPORTS:

****Ribbon Cuttings/Greetings:**

Kerry informed the committee that no more ribbon cuttings will be scheduled until 2012 unless someone calls and requests it be done this year. A sub-committee chair is needed for the Ribbon Cuttings. Kerry will ask Laurie Nivala if she would be interested in doing both of these. If not, once Kerry gets the sub-committee chair job descriptions the committee is hoping someone will volunteer.

ACTION: No further action is needed

****Chamber Connections:**

Kerry emailed the membership openings for Chamber Connections for 2012. Kerry has gotten response for two of the months already. Kerry will continue to try and fill these. Kerry has been explaining the new format to the Chamber Connection hosts as they sign up. A sub-committee chair is needed for 2012. Michelle Graber would like to step down for 2012 if she can. Dianna asked Kerry if she could type up what each sub - committee chair does and email it out to the Ambassador committee to look over. Maybe after seeing the job descriptions a committee member will step up and volunteer.

ACTION: Kerry will continue to try and fill the months for 2012. Kerry will keep the committee updated.

****Greetings:**

Committee members that volunteered to greet November 23rd Chamber Connection at Rapids Weight Loss is Diane Skelly, Dwight Moody (maybe), Laurie Nivala (maybe). Diane Skelly will be facilitating the Chamber Connection for Michelle Graber. Michelle cannot attend this Chamber Connection. Greeters for the December 5th luncheon are Bobbie McInerney, Dwight Moody, Lori Whitted and Peggy Schagh. Peggy Schagh volunteered to do the Customer Service Award for December. There is no business spotlight for December. Greeters for the Jan. 9th 2012 luncheon will be Jessica Knutson, Michelle Graber (maybe) Lori Whitted and Peggy Schagh. Peggy Schagh has volunteered to do the Business Spotlight and the Customer Service Award for Jan. 2012 luncheon.

ACTION: Kerry will email Laurie Nivala and make sure a reminder email goes out to these committee members.

2012 CHAIR AND CO-CHAIR:

Dianna Mattfield will remain the chair of the committee and Jessica Knutson will be the Co-Chair for 2012.

ACTION: No further action is needed.

2012 AMBASSADORS:

Kerry will send out an email asking for Ambassadors for 2012. The committee likes to have fifteen Ambassadors. Ambassadors that will not be continuing next year are Jane O'Leary, June Johnson, Bobbie Mc Inerney, Diane Skelly and Brad Johnson.

ACTION: No further action needed.

CHANGES FOR 2012:

Dianna Mattfield and Peggy Schagh have come up with some changes for next year's Ambassador guide lines. Dianna and Peggy would like to see this go to a point system. For example at the end of the year each committee person will need to have thirty five points. Points are as follows:

- **Greetings one point. If you stay at the event that you greeted at, two points.
- **Ribbon cuttings one point.
- **Ribbon cuttings or greetings done on weekends will be three points.
- **Ambassadors must keep track of their own points (honor system).

Peggy and Dianna would also like each committee member to attend a "Chamber does what?" this is an informational meeting that explains what the Chamber does. Peggy and Dianna believe this would be beneficial for each committee member. June Johnson made a motion to accept the changes; Jessica Knutson seconded; Motion carried.

ACTION: Kerry will send the changes to Peggy and Dianna for viewing.

****Holiday Party:**

Michelle Graber and Bobbie Mc Inerney will continue to try and plan the holiday party. Michelle and Bobbie will keep the committee members informed with details as soon as they are worked out.

ACTION: Michelle Graber and Bobbie McInerney will continue to plan the holiday party and keep the members informed.

Next Meeting: The next meeting will be Jan. 11th 2012 at Chamber of Commerce at 8:00 AM. – NO December meeting.