

PROGRAM OF WORK



**“Promoting the Greater Angleton Area
as the community of choice for
business and families.”**

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2010

Executive Committee

Dan Swords, Chairman of the Board
Tracie Copeland, Chair-Elect
Mary Henson, Secretary / Treasurer
Jason Perez, Past-Chair
Brandei Burridge, Vice Chair
Ryan Cade, Vice Chair
Derrick Dees, Vice Chair
Justin Gilbert, Vice Chair
Dr. Manny Sanchez, Vice Chair

Board of Directors

Jeff Bilyeu
Jason Chavez
Chris Gier
Willie Howell
Bonnie McDaniel
Donald "Dude" Payne
Lester Saathoff
Tonya Visor

Staff

Beth Journey, President & CEO
Taressa Moon, Director of Operations
Rita Terrell, Membership Director
Lindsey Denson, Administrative Assistant

PROGRAM OF WORK

The work of achieving the goals outlined in this Program of Work begins with the 17 member Board of Directors. The Board sets policy, directs the affairs of the chamber and manages finances. The work to carry out the chamber's programs and projects is conducted by volunteers. A full time staff of three as well as two part-time people manage the day-to-day operations of the chamber office at 445 E. Mulberry.

Leadership Angleton, Business After Hours, Network Luncheons, State of the Community, and other related workshops are just a few of the programs that provide avenues for businesses to network and grow. The programs join on-going projects in the fields of tourism, economic development, business retention and expansion, legislative affairs and education whose sole purpose is to maintain a vibrant community with a strong economic climate.

Membership in the chamber is open to any business or individual who is interested in improving the economy and making Angleton a better place to live. If you are not a member, consider joining the 600 members who believe the Greater Angleton Chamber of Commerce makes a difference in our community and works for a common goal to improve it.

ADMINISTRATIVE DIVISION

Tracie Copeland, Chair Elect

ORGANIZATIONAL INFRASTRUCTURE TEAM

Justin Gilbert, Vice Chairman

Beth Journey, Staff Liaison

Purpose: Review bylaws and policies and procedures to insure the mission of the organization is carried out through the organizational structure of the chamber.

- Conduct annual review of the bylaws
- Conduct annual review of policies and procedures

CHAMBER FACILITY TEAM

Willie Howell, Board Member

Beth Journey, Staff Liaison

Purpose: To provide for present and future facility needs.

- Stay abreast of Chambers needs for day to day operation of Chamber facility
- Ensure the facility is safe and aesthetically pleasing to visitors
- Explore future facility options

STRATEGIC PLANNING TEAM

Tracie Copeland, Chairman Elect

Beth Journey, Staff Liaison

Purpose: To ensure the organization progresses in the direction of the strategic plan set by the Board of Directors

- Regular Review and implementation of Immediate Strategic Plans and Goals
- Regular Review and implementation of Long-Range Strategic Plans and Goals

FISCAL PLANNING TEAM

Mary Henson, Secretary / Treasurer

Beth Journey, Staff Liaison

Purpose: To ensure the economic stability of the organization

- Investment Policy
- Annual Budget
- Mid Year Review

COMMUNITY DEVELOPMENT DIVISION

Mary Henson, Secretary/Treasurer

COMMUNITY RELATIONS

Tonya Visor, Board Member

Beth Journey, Staff Liaison

Purpose: Develop and strengthen positive relationships with community entities and leaders.

LEADERSHIP ANGLETON

Jeff Bilyeu, Board Member

Taressa Moon, Staff Liaison

Purpose: future leaders by bringing together individuals with diverse backgrounds and experiences who have demonstrated potential for community leadership.

- Provide leadership training for future leaders
- Provide dialogue with current local, county and state leaders
- Provide better understanding of community
- Provide opportunities for future leaders to grow in awareness of social and economic changes and their impact on the community

COMMUNICATIONS

Tonya Visor, Board Member

Taressa Moon, Staff Liaison

Purpose: To improve the image of the Chamber by effectively communicating its goals and achievements to the membership and community and to oversee the business and management

- Improve Chamber products and image
- Improve Chamber communication
 - Weekly E-blast
 - Social Media
 - Media & Public Relations
 - Monthly Newsletter
 - Web site

Greater
ANGLETON
CHAMBER OF COMMERCE
PEACE • LOVE • BUSINESS

Executive

Board of



Board

Executive Director

Directors

Chamber Staff

Promotions & Events
Dr. Manny Sanchez
Freeport Veterinary
Medical Center

Membership Division
Brandei Burridge
Burridge Insurance
Agency

Tourism / Visitor Center
Jason Perez
AAEMC

Annual Heritage
Banquet

Golf

Bays, Clays &
Fairways

Ladies Night Out

Total Resource
Campaign

Ambassadors

Take a Member
to Lunch

Network
Luncheons

Business After
Hours

PUBLICATIONS

Tracie Copeland, Chairman Elect

Rita Terrell, Staff Liaison

Purpose: To ensure that all printed publications represent the Chamber and the community in the most positive way possible while providing quality exposure and advertising for participating members

- The Heartbeat
- City/County Map
- Community Calendar

BUSINESS DEVELOPMENT DIVISION

Derrick Dees, Vice Chairman

BUSINESS RETENTION & EXPANSION

Chris Gier & Lester Saathoff, Board Members Beth Journey, Staff Liaison

Purpose: Support existing business growth, expansion; Encourage new and diversified businesses to relocate and invest in the area. Maintain enhanced communications with local, state and national representatives and governmental agencies.

- Twelve @ 12
- Business Network & Leads
- Inform members of business seminars

GOVERNMENTAL AFFAIRS

Commissioner Dude Payne, Board Member Beth Journey, Staff Liaison

- Monitor and inform the membership about public meetings when topics of interest to businesses are discussed
- Monitor and inform the membership about legislative issues impacting the local area
- Prepare for *Brazoria County Days* biannually
- Continue providing a venue for candidate forums
- Research conducting annual pre legislative and post legislative events
- Research organizing a Candidate School

SHOP LOCAL

Derrick Dees, Vice Chairman

Rita Terrell, Staff Liaison

- Develop and create media to remind residents and businesses to always shop local

PROMOTIONS & EVENTS

Dr. Manny Sanchez, Vice Chairman

Purpose: Provide membership with fun, exciting networking opportunities while contributing to the economic stability of the Chamber

ANNUAL HERITAGE BANQUET

Brandei Burridge, Vice Chairman

Beth Journey, Staff Liaison

FALL GOLF TOURNAMENT

Dan Swords, Chairman of the Board

Taressa Moon, Staff Liaison

BAYS, CLAYS & FAIRWAYS

Justin Gilbert, Vice Chairman

Rita Terrell, Staff Liaison

FA LA LA LADIES NIGHT OUT

Tonya Visor, Board Member

Taressa Moon, Staff Liaison

TOTAL RESOURCE CAMPAIGN

Ryan Cade & Brandei Burridge, Vice Chairmen *Taressa Moon, Staff Liaison*

MEMBERSHIP DIVISION

Brandei Burridge, Vice Chairman

AMBASSADOR TEAM

Tonya Visor, Board Member

Rita Terrell, Staff Liaison

Purpose: Act as official greeters and hosts of our community by fostering and promoting goodwill between new and growing businesses, community organizations, and neighboring communities while enhancing membership and revenue for the chamber.

- Monthly Meetings
- Attend Ribbon Cuttings & Ground Breakings
- Recruitment of new members
- Surprise Patrol

TAKE A MEMBER TO LUNCH

Ryan Cade, Vice Chairman

Beth Journey, Staff Liaison

Purpose: Foster membership retention by inviting members to have lunch with a board member and the executive director multiple times per month. Creating an atmosphere for exploring how the chamber can be more beneficial to individual members.

- Schedule appointments and invite members to lunch for dialog

NETWORK LUNCHEONS

Brandei Burrige, Jason Perez, Bonnie McDaniel Rita Terrell, Staff Liaison

Purpose: Provide monthly networking opportunity centered around an educational program for members

- Set up Luncheon Committee\Research programs for luncheon

BUSINESS AFTER HOURS

Brandei Burrige, Vice Chairman

Rita Terrell, Staff Liaison

Purpose: Provide after hours networking opportunity at member's request.

TOURISM / VISITOR'S CENTER

Jason Perez, Past Chairman

Beth Journey, Staff Liaison

OPPORTUNITIES FOR LEADERSHIP ROLES

Take your relationship building to the highest level by serving on a committee, as an Ambassador or Board Member. The ability to serve on a committee is a privilege of membership and allows you to connect with fellow business leaders at a more personal level while at the same time influencing Chamber programs and services. To be considered for a Board Member or Ambassador position, there is an application process and committee review.

COMMITTEES

Volunteer Committees are open for anyone to attend. You are encouraged to find a place to serve that motivates you and keeps you interested.

Some committees are ongoing and perform essential roles in the Chamber's fulfillment of its mission statement. Other committees function more like a task force for various periods of time and are related to the planning and production of specific events.

Each committee has a specific distribution list, so please let the contact person know you are interested in serving on each specific committee / task force.

CALENDAR OF EVENTS

MONTHLY & QUARTERLY EVENTS:

Ambassador Meetings	First Thursday of each month—12:00 noon
Network Luncheons	Second Thursday of most months— 11:30 A. M. (No luncheon in December & January)
New Member Orientations	Quarterly (March, June, September, December)
Business After Hours	As scheduled
Educational Seminars	As scheduled

ANNUAL EVENTS:

Annual Heritage Banquet	January
Brazoria County Day	March (Every Other Year—Legislative)
Bays, Clays & Fairways	April
Total Resource Campaign	April - May
Golf Tournament	September
Candidate Forum	October
State of the Community	November
Fa La La Ladies Night Out	December

PUBLICATIONS:

The Heartbeat	August
The Heartbeat (Membership Directory)	March
Greater Angleton Area Map	May (Every Other Year)
Community Calendar	December
Chamber News	Monthly
Quick Update—E-blast	Weekly
Website	



445 EAST MULBERRY
ANGLETON, TEXAS 77515

Address Service Requested



Our Customer Pledge to Our Chamber Members

- You will get a friendly greeting when you contact the Chamber by phone or when you walk through our office door.
- When dealing with customers who have a complaint or inquiry about your business, and when referring customers to Chamber member businesses, the Chamber will follow a strict policy of integrity, confidentiality and fairness.
- The Chamber staff will respond in a speedy and appropriate manner to any requests you may have, using all resources available, and exhibit a professional knowledge of business issues which may affect Chamber members.
- The Chamber will work to provide the best possible services to benefit your business, whether it be through networking, meetings, publications, retail promotions, business seminars, festivals, trade shows, citywide celebrations and other projects or special events.
- The Chamber will strive to encourage your positive participation and support of Chamber programs, committees and events.
- At least once a year, a Chamber staff member, Board Member, or Ambassador will personally visit you in your place of business to gather your input and ensure that the Chamber is living up to your expectations.