

TODAYS Meeting

Karen M. Rackley <karenrackley@msn.com>

Wed 5/27/2020 10:06 AM

To: Sylvester-Worth Chamber <info@swcountychamber.com>

Good morning ladies. We will see you at 11:00 AM.

Hours next week, starting Monday June 1, 2020 we will go back to 8:00 AM to 5:00 PM office Hours. Office will rezoom normal working Operations June 15.

We will begin with - Employee Updates

We will also be talking about getting back to our regular Schedule with meetings.

We do have a Ribbon Cutting Scheduled for June 26, 2020, with more to come.

Jaki, I saw somewhere where 4th of July Fireworks was canceled please confirm and adjust on all calendars.

Vacations - We will talk about upcoming vacations and days off during the Summer so we can schedule office coverage throughout the next few weeks.

Other items for discussion:

Meetings

Office Procedure due to COVID 19

Committee Meetings - Updates on what we need to be up to date on for each Committee Meeting

Annex Organization

Peanut Festival Website TShirt Contest

Agriculture / Peanut Festival Sponsorship Forms

Employee Evaluations -

Jaki- June 15. Anniversary May 24 2 years

Trinity - June 1. Anniversary May 30 1 year

Courtney - August 19 Anniversary August 19 1 Year

We will see you at 11:00 AM and as always thank you for all you do !

Karen

Sent from my Verizon, Samsung Galaxy smartphone

Next Meeting Time & Date: June 3 @ 10:00 am

5/27/2020 Team Building Meeting

June 1st - 8:00-5:00

June 15 - Regular Operations

Employee Updates:

- Courtney - Dir. & Ambassador calls

Birthdays

Business calls for post (Restaurants, homeowner, etc.)

↳ highlight any bus. related to homeowners b/c of homeowners month (posts begin June 1st)

- Jaki - Call Retail Businesses

Email homeowner businesses

Facebook Posts

Wellness Phone Calls

Birthday E-blasts / Calendar

Bi-Weekly We're Thinking about You

- Trinity - Web Page Updates

Categories

Mask/Sanitizer/Face Guards Category

Membership Letters

• Email Vacation Preferences

- None during July 7-10

• Meetings Begin in June

• Procedures:

- Sanitizer

- Masks

- Wipes

- No one sharing an office

- Mask required if someone walks in

Check minutes for Mrs. Jaki

Unity Baptist Church Update