

## New Member Information

"The mission of the Prineville-Crook County Chamber of Commerce is to encourage a culture of business and community coming together in partnership, understanding that our success is measured by the economic vitality of our community."

On behalf of the Board of Directors, Membership, and Staff of the Prineville-Crook County Chamber of Commerce, thank you for taking the time to consider joining our organization. We are excited to inform you that the work we do not only promotes our local community and city, but the entirety of Crook County!

The Prineville-Crook County Chamber of Commerce is a non-profit organization that has been helping Crook County grow since 1919. That makes us the oldest Chamber in Central Oregon! And while we have gone through many up and downs, with the country, state, county, city, and within the organization itself, our purpose has not changed. Currently, we have 350+ members, which include businesses, organizations, and individuals. Anyone who has an interest and desire in growing our community is welcome!

With this packet, we hope to introduce you and your business to our Chamber. To help do this, you will find the following information inside:

**What is a Chamber of Commerce? What are the Chambers Goals?**

**What is Included in your Membership? What are the Benefits?**

**Committees**

**Chamber Events**

**Media & Communications**

**Directory**

After you get a chance to review this information and you are interested in joining the Chamber, please complete the enclosed application and return it to the Chamber office.

## WHAT IS A CHAMBER OF COMMERCE? WHAT ARE THE GOALS OF THE CHAMBER?

### **What is a Chamber of Commerce?**

A Chamber of Commerce is a voluntary organization of the business community. It unites business and professional individuals and firms, thus creating a central agency which lends itself to improving business and building a better community. A Chamber of Commerce is people, and although these are predominantly the members of the business community, there is a place in the Chamber for all who share the desire to improve the community.

The Chamber organizes and directs the energies of those who believe that a community worth living in is a community worth improving. The Chamber enables these people to accomplish collectively what none of them could do individually. The strength of the organization lies in attracting the greatest number of individuals creating a pool of resources from which can be drawn ideas, energy, and finances.

The major responsibility of a Chamber of Commerce is the community's economic well-being. It works to increase wealth and prosperity by facilitating the growth of existing businesses and fostering new ones.

### **What are the Goals of the Chamber?**

To understand the Chamber's goals, we must go and look back at our Mission Statement. It states that we seek to "encourage a culture of business and community coming together in partnership." Our goals then are to assist our local business, large and small, to be the best that they can in cooperation with input and assistance from the community. The Chamber strives to create a sense of cohesion and unity among Member businesses in our area. We also work to advance public and member awareness of issues important to the business community on the whole.

Our Mission Statement continues with "that success is measured by the economic vitality of our community." This means that we place a large emphasis on economic success within our community. The Chamber always aims to advance the economic health of the community by supporting existing business, attracting new employers, and pursuing infrastructure improvement necessary for a healthy economy in the long-run.

WHAT IS INCLUDED IN YOUR MEMBERSHIP?  
WHAT ARE THE BENEFITS OF JOINING THE CHAMBER?

**Committees**

The Chamber has numerous committees that provide an organized voice for business and government in the community that our members can take active part in.

**Board of Directors**  
**Tourism Committee**  
**Prineville Business Group**

**Events**

Not only does the Chamber execute its regularly scheduled events, like business After Hours and the Prineville Perk, but it also helps plan community-wide events such as the Stampede Street Party, the Annual Awards Banquet, Candy Crawl, Chocolate Crawl, Small Business Saturday and the Lighted Christmas Parade.

**Facebook Presence**

The Chamber staff regularly update Facebook with announcements of new members, member events, and Chamber events that are hosted by our local businesses. We do our best to also share announcements that our members have posted on Facebook, to get more visibility on what is happening in Prineville and Crook County.

**Website**

Chamber staff are constantly updating the Chamber website. Being a member of the Chamber ensures that your business contact information will be displayed on our website under "Member Directory."

**Chamber Media and Communication**

There are several areas information is put out by the Chamber: Facebook, Instagram, Twitter, LinkedIn our website and the Weekly Update Emails.

The Weekly Update contains important information regarding Chamber events and news, and offers advertising opportunities. The Weekly Update goes out every week by email, giving our members a snapshot of the week to come. Our Facebook page is regularly growing and has over 2900 likes! We share as much as we can through our page, Prineville Chamber. As a member you are welcome to submit events, updates to your business, or other exciting news about your business to be posted on our Facebook page.

**Visitor Center Information**

Once a member of the Chamber, if you have any advertising flyers or cards, we can display them and distribute them in the Visitor Center. This is an extra bit of advertising and offers your business exposure to anyone stopping by the Chamber & Visitor Center.

In brief, the Benefits of the Chamber are...

**Administrative help from our staff**  
**Networking at Chamber Events**  
**Ground Breaking/Ribbon Cutting Ceremonies**  
**Chamber Committee involvement**  
**Chamber Facebook and Website presence**  
**Chamber Weekly Update presence and information**  
**Shop Prineville eGift Card Program**  
**Prineville Charm Trail**  
**Chamber Membership List**  
**Chamber Membership window clings**  
**Brochure in Visitor Center and referrals**  
**Extra advertising and sponsorship opportunities**  
**Community support through events and information**

So, by becoming a Member of the Chamber...

**We Give You a Voice!**

Via our various committees and the roles, the Chamber itself plays in the Community and Local Government.

**We Keep You Informed!**

Via our Chamber newsletter, our emailed Weekly Updates, our Facebook page, and our constantly-updated online calendar.

**We Give You Tools to Make Your Business Succeed!**

Via our networking-oriented Chamber events, business referrals, education, extra advertising, and sponsorship opportunities.

**We Drive the Quality of Life!**

Via the non-tangible work that we do for our Members, and our community. It is our job to be the window into the community- we are the first place visitors and locals alike go to for information.

## CHAMBER COMMITTEES

There are multiple committees that are run by, or in partnership, with the Chamber. By becoming a member, you have the opportunity to be an active participant in them and have your voice heard! Below are quick snapshots of each of the committees, what they do, and who to contact if you interested in becoming a committee member.

**Chamber Board of Directors**

An elected board of 9 Chamber Members lead the Prineville-Crook County Chamber of Commerce. The board makes decisions for the Chamber regarding policy, establishes an annual budget and program of work, elects the offices of the Chamber, and hires the executive director.

Fellow board members vote the 4 officer positions on the board annually. The officers of the Chamber have specific responsibilities but are no more powerful or responsible than any other board member. The officers collectively form the Executive Committee, which coordinates the board agenda and the work of the committees and establishes interim policy for the Chamber between meetings of the board. The officers of the Chamber include the President, Vice President, Treasurer, and the Executive Director.

**Prineville Business Group**

The Prineville Business Group is run in conjunction with the Chamber. This committee invites all local merchants, business owners, managers and employees to their meetings every month to discuss upcoming events, news, marketing opportunities, etc. This group has a special focus on sharing good business "kudos," and what is working positively within the attendee's businesses, as well as the Annual Candy Crawl (see "Events" section).

**Economic Development of Central Oregon (EDCO) partnership**

Rather than being an actual committee, the relationship between the Economic Development of Central Oregon (EDCO) and the Chamber resembles more of a close partnership. EDCO covers all of the communities in Central Oregon, with the goal to "To lead the region's economic and business development through effective marketing, recruitment, retention/expansion, formation of public/private partnerships and fostering entrepreneurship." The Prineville chapter works closely with the Chamber to apply that Mission Statement locally.

## CHAMBER EVENTS

The Prineville-Crook County Chamber of Commerce puts on monthly events for members, organizes larger community-wide events, and sometimes helps with other events outside of the Chamber jurisdiction. Listed below are strictly Chamber-involved events, complete with a snapshot summary. If you are interested in hosting or helping with any of these events, please call the Chamber office at (541) 447-6304.

**Ground Breaking/Ribbon Cutting**

We encourage new businesses, businesses celebrating anniversaries, remodels, a new location, and those under new ownership that are members to contact us. That way, not only can we advertise your change and update your information, but we can schedule a Ground Breaking/Ribbon Cutting/Grande Re-Opening Ceremony for you. Often, this event occurs in conjunction with another, such as the After Hours or even the Chamber Perk.

**Chamber After Hours**

The After Hours is an event that happens monthly or bi-monthly depending on schedules that encourages business networking in a social, casual, and fun atmosphere. Often, After Hours are planned to coincide with a Ribbon Cutting or other landmark occasion for the business hosting the event. Any member business can host an After Hours, and since they typically take place in the evening, the host provides finger foods and beverages. Also, members bring their business cards to be entered into a drawing, of which the

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prize is supplied by the host. (Please note, if you wish to serve alcohol, it may only be served to members and guests of members that are of age.

### **Chamber Perk**

Prineville Perk events are held every Friday from 8am to 8:30am. This event is short, sweet, and to the point. Every week the event is hosted by a different business. The host provides coffee, breakfast finger foods, and a prize to be won by a business card drawing. To begin with, the host is given the floor to introduce themselves, and talk about what they do. Then there are introductions around the room. After which, if anyone needs to make any announcements regarding special sales, events, or happenings around town, they are made. This is also a good time to get in touch with the Chamber staff to verify dates for upcoming events, and to get yours added to the calendar. It's a wonderful jump-start to the last day before your weekend!

### **Chocolate Crawl**

Similar to Candy Crawl, this event is held on Valentine's Day. Businesses can sign up to be listed as a place to stop, shop and get a chocolate treat and will be listed on a passport that can be purchased at the Chamber. Patrons then purchase the passport and travel around to all the involved businesses to get their chocolate treats and shop locally.

### **Annual Awards Ceremony & Banquet**

The Annual Awards Ceremony takes place every year on the spring. It is a fundraiser for the Chamber of Commerce. The banquet is great event that gives the Chamber, and the community, a chance to honor outstanding Members! Every year we award "Large Business of the Year," "Small Business of the Year," "Citizen of the Year," "Visual Enhancement," and more! The banquet is themed and dressing up in HIGHLY encouraged! It is a fun and lively event for all!

### **Stampede Street Party**

The Stampede Street Party kicks off the Crooked River Roundup and comes right before the Fourth of July. Those two weeks are some of the busiest and biggest times of the year in Prineville. The Crooked River Round Up is always the last weekend in June, and while we are not in charge of it, we do throw an amazing street party to kick things off with a cattle drive, chili feed, live band and more. During Independence Day, we help put on an event for the whole community! You can expect a parade, live music, vendors, lots of food and various contests!

### **Small Business Saturday**

On the Saturday after Thanksgiving we hold an event to encourage people to Shop Small locally and bring more holiday shopping to small businesses. This event let's businesses promote special sales for the day, and the Chamber hands out over 100 swag bags to local shoppers.

### **Annual Lighted Christmas Parade**

A Crook County tradition, the Lighted Christmas Parade happens on or around Thanksgiving weekend and consists of a festive line up of parade floats creatively adorned with the lights, colors, & sounds of the holiday season. Usually the Lighted Christmas Parade coincides with the beginning of other festive holiday events and traditions throughout Crook County, including Christmas In The Pines.

## CHAMBER PUBLICATIONS & COMMUNICATIONS

The Chamber puts out one publication, weekly email correspondence, a comprehensive community calendar, and hosts a robust Facebook page and Instagram feed. There are several advertising and promotional opportunities for members through several of these communications platforms.

### **Weekly Email Updates**

Weekly Updates go out via email. Chamber staff sends out these emails every week on Wednesdays. They offer a heads-up snapshot of the week ahead, giving important meeting dates, times, location, and contact information.

We offer businesses to have a display ad in the weekly email, above where our calendar information is listed. The charge for this is \$40 a week.

At the bottom of our email, we include "Member Flyers" which highlights event info, sales, etc. as attached documents for FREE! There is no cost to members for information placed in the "Member Flyers" section of our email communication.

### **"Prineville Chamber" Facebook Page**

With over **6,000** likes on our Facebook page, we try to share as much as we can on our page. We can promote any event, sale, or news that our members have on our page. It is free to all members, and is a fun, fast, popular, way to get information out to the community.

### Chamber Staff

Operations Manager  
Deb Shaw  
[deb@prinevillechamber.com](mailto:deb@prinevillechamber.com)  
(541) 447-6304

Director of Tourism  
Kim Daniels  
[Kim@prinevillechamber.com](mailto:Kim@prinevillechamber.com)  
(541) 447-6304  
(510) 519-7754

Membership Development Coordinator  
Kelsea Luebbers  
[kelsea@prinevillechamber.com](mailto:kelsea@prinevillechamber.com)  
(541) 447-6304

### Chamber Board

President | Jeff Fox – Sun Life Farm and Ranch  
[sunlifefarm1@gmail.com](mailto:sunlifefarm1@gmail.com)

Vice-President | Duane Porter – DFP Financial and Consulting  
[dporter@moneyconcepts.com](mailto:dporter@moneyconcepts.com)

Treasurer | Sheena York – Signet Realty  
[sheena@signetrealtygroup.com](mailto:sheena@signetrealtygroup.com)

Secretary | Alexandra Greenberg – Slater Chiropractic  
[gree5742@gmail.com](mailto:gree5742@gmail.com)

Shawn Benson – American Family Insurance  
[sbenso@amfam.com](mailto:sbenso@amfam.com)

Andrea Weaver – Crook County Parks and Recreation  
[info@ccprd.org](mailto:info@ccprd.org)

Kimberly Dellinger – The Vintage Cottage  
[thevintagecottageshop@gmail.com](mailto:thevintagecottageshop@gmail.com)

Casie Allen - Bayberry Lane  
[bayberry2911@gmail.com](mailto:bayberry2911@gmail.com)

Natalie Spry – Mid Oregon Credit Union  
[nspry@midoregon.com](mailto:nspry@midoregon.com)

Ex-Officio  
Seth Crawford – Crook County Commissioner  
[Seth.crawford@co.crook.us](mailto:Seth.crawford@co.crook.us)

Scott Smith - City of Prineville/City Council Member