

# BRILLION CHAMBER OF COMMERCE BOARD MINUTES

January 16, 2019

Deer Run

12:00 PM

**CALL TO ORDER:** Amy Myers called the meeting to order at 12:05 PM.

1) **ROLL CALL:** Present were Doug Neils, Amy Myers, Chandra Kluck, Joanne Moehr, Tami Gasch, Jennifer Lecker, Keith Krepline and Nick Euler. Also, present was Karen Novy as non-voting members. Missing was Lori Gosz and Nick Madison. Visitors were: Mary Kohrell and Dawn Grenzer

2) **APPROVAL OF THE AGENDA:**

**Motion** – Joanne Moehr made Motion to Approve Agenda. Seconded by Keith Krepline. Call vote taken. Motion carried unanimously.

3) **APPROVAL OF MINUTES –December 2018 Minutes.**

**Motion** –Joanne Moehr made Motion to Approve Minutes. Seconded by Keith Krepline. Call vote taken. Motion carried unanimously.

4) **PRESIDENT’S REPORT:** Amy Myers thanked the board for all that they did during 2018. She is excited about all the new programs in 2019. And she welcomed Tami Gash, our new board member.

5) **SECRETARY-TREASURER REPORT:**

Karen Novy presented January’s Secretary Report and December’s Treasurer Financial Report. Savings \$18,529.03; BWC&C Acct. \$5259.94; Chamber Bucks \$395.41 and PayPal Acct. \$796.26.

**Motion** – Joanne Moehr made a motion to approve the Secretary & Financial Reports. Seconded by Keith Krepline. Call vote taken. Motion carried unanimously.

6) **RDA: - Lori Gosz** –Lori was unable to attend but passed along notes stating that the RDA is looking for fundraisers to support the purchasing of buildings and the pop up program.

-There was discussion on the relocation of the Dollar General.

-GROW, RDA & Chamber will be putting together a job description for a staff member.

7) **CITY OF BRILLION: - Lori Gosz** –

8) **SCHOOL DISTRICT UPDATE: – Nick Madison- N/A**

9) **New Business:** Visitors Mary Kohrell, Calumet County Director and Dawn Grenzer from CESA 6.

- Mary Kohrell presented the Inspire Calumet/Outagamie County Program. This program is designed to keep students (6<sup>th</sup>-12<sup>th</sup> grades) working at local businesses or at least within the state.
- Dawn Grenzer presented the Youth Apprenticeship Program (Y Program). Currently this program has 42 students and 24 businesses this academic year. Juniors and seniors who have career plans are chosen. They must put in 450 hours per year. They are graded and could earn up to 3 credits.

10) **Committee Reports:**

**A. Membership (Keith and Jennifer S.)**

**a. Recruitment:** Keith’s committee is finishing a welcome packet that will include our updated brochure, an area contact list and possibly a \$10 chamber buck. The committee is also putting together a 5 point discussion plan for when the board goes out to the community.

**b. Retention:**

**B. Marketing (Amy)  
Public Relations**

- a. **Website-Amy, Doug:** The new website is currently being worked on. At tonight's meeting the website will be looked at page by page. Also making sure that the message will be consistent.
- b. **Newsletter- Karen:**
- c. **Facebook-Sarah and Karen:**
- Design-Brand Standard (Amy):**
- C. **Events (Doug and Karen)**
  - a. **Golf Outing -Jennifer:** Karen Novy will ask Jennifer if she still wants to be on the committee. We will review the Manitowoc Golf Outing for ideas. Chandra Kluck offered to be on the committee.
  - b. **Awards Ceremony-Nick and Amy:**
  - c. **Beer, Wine & Cheese-Joanne Moehr & Kris Bastian:** Sponsorships are due 1/17/19. Joanne Moehr asked for ideas on walk around money raising ideas.
  - d. **Pop Up Business- Keith and Lori:** Keith Krepline will talk with Lori Gosz on an update on the Pop Up Business program. Joanne Moehr will speak with Tamara Hillmann too.
  - e. **Shop Local-Chandra and Joanne:** Chandra Kluck will order a Shop Local packet.
- D. **Fundraisers (Chandra)**
  - a. **Chamber Bucks-Nick E:** A list of 13 businesses is being put together to approach regarding sponsorship advertising on the printed Chamber Bucks.
  - b. **Key Fobs/Coupon Booklet-Chandra:** These key FOBS will be similar to the Manitowoc Advantage Card. There is a possibility of joining with the Manitowoc program. Amy Myers gave Chandra Kluck the quote from Zander Press. Keith Krepline will create a form on the website for the FOBS
- E. **Education (Sarah, Nick and Nick)**
  - a. **Lunch & Learn – Amy, Nick, Doug, Joanne:** The next program will be Feb. 26. All donations that want to be tax deductible will go through GROW.
  - b. **Foundation Grow: Sarah**
- F. **Finance (Doug and Karen):**
- G. **Strategic Planning (Joanne, Doug, Amy, Nick):**
- H. **Civic Organizations (Sarah and Jennifer L.):** They will be meeting soon.

## 11) New Business:

- A. **Next Meeting is on February 20 at Ethels at noon.**
- B. **Room Rental Lease:** The RDA discussed that there may be a room available at the City Center. The board has decided to go forward with the lease at the Bellin Building.
- C. **SMS:** This program would allow the chamber to send out event messages to the membership
- D. **Rock the Block/Bazaar After Dark:** The program is scheduled for May 6-11.
- E. **Communication Plan:** Amy Myers will meet with Karen Novy regarding a Strategic Communication Plan.
- F. **Vice President Voting:** Joanne Moehr made Motion to nominate Chandra Kluck for the Vice-President role. Seconded by Keith Krepline. Call vote taken. Motion carried unanimously.
- G. **Updating Bank Signature Cards:** It was discussed that the Brillion Chamber Board President (now Amy Myers) will be a co-signer on the bank signature cards and that the cards will be updated within the next week.

## 11. Old Business

- A. **After 5 Social Event –Terry Meetz's After 5 Event:**

**ADJOURNMENT:** The meeting adjourned at 5:21 pm

Respectfully Submitted; Karen Novy, Secretary/Treasurer – Brillion Chamber of Commerce

2 | Page BrillionChamberofCommerceMeetings