

# BRILLION CHAMBER OF COMMERCE BOARD MINUTES

March 27, 2019

Brillion Public Library

12:00 PM

**CALL TO ORDER:** Amy Myers called the meeting to order at 12:20 PM.

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

2) **APPROVAL OF THE AGENDA:**

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

3) **APPROVAL OF MINUTES –January 2019 Minutes and February Notes.**

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

4) **PRESIDENT’S REPORT:** Amy Myers thanked the board for all that they are doing. She is excited about all the new programs in 2019. We currently have 67 members.

5) **SECRETARY-TREASURER REPORT:**

Karen Novy presented March’s Secretary Report and January’s and February’s Treasurer Financial Report. Savings \$22,655.88; BWC&C Acct. \$12026.49; Chamber Bucks \$320.41 and PayPal Acct. \$2545.37.

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

6) **RDA: Lori Gosz** – Doug Neils presented the following info:

- a. RDA meeting on March 7 consisted of local committees giving updates. The RDA will meet quarterly. The next meeting will be June 12 at Ariens Academy. Everyone of these committees have the same common goal...what can we do to make Brillion a better place to live.

7) **CITY OF BRILLION: Lori Gosz** – Amy Myers received info from Lori to present at the meeting.

- a. At the March 25<sup>th</sup> City Council meeting the bid for the Market Street construction was given to DeGroot Construction.
- b. Same meeting, the council adopted an ordinance annexing 2 parcels owned by the City/Ariens Co.
- c. Open Book is scheduled for April 1<sup>st</sup> from 4-6 at the City Center. Open Book gives the opportunity for property owners to meet with the city Assessor to discuss their property assessment.
- d. Tuesday April 2 is Spring Election and will be held at the Brillion City Center.

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

9) **New Business:**

**Committee Reports:**

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

- a. **Recruitment:** Packet should be done by end of March. ChamberMaster will be ready to accept dues as we visit potential members.

**b. Retention:**

- B. Marketing (Amy):** Amy mentioned that if the chamber could potentially raise \$15,000 to apply towards a parks plan, then we could potentially receive grants to be used towards the improvements which in turn could help put the trail through Brillion. An idea to raise these funds is something New Holstein/Kiel/Chilton is doing. They are having a block party once a month.

## Public Relations

- a. **Website (Amy, Doug):** Emily Hudik and Keith Krepline is cleaning up the current website before we make the change to the new website...this is phase 1. Once this is complete Phase 2 will include a new look like the Brillion city's website by April 23rd.
- b. **Newsletter (Karen):** Karen mentioned that for each monthly newsletter, we will have one board member write a letter about themselves to appear in that edition. She will work up a list of board members with their month to present their information.
- c. **Facebook (Sarah and Karen):** Facebook is going great with all the business info being published thanks to Sarah Pielhop.
- d. **Design-Brand Standard (Amy):**

## C. Events (Doug and Karen):

- a. **Golf Outing (Doug):** Doug and Karen went to speak with Glen about possible ways to increase the number of golfers and how Deer Run could possible accommodate this. Chandra Kluck said she spoke with Glen about a golf ball raffle for non-golfers. Joanne Moehr suggested us using the mini golf courses that the middle school builds. This too could attract non-golfers. Karen Novy will purchase a raffle license.
- b. **Awards Ceremony (Nick and Amy): Youth Apprenticeship Program** – Amy mentioned that there will be approximately 15 students, parents and mentors at the Ariens Academy. We are asking those participating companies to help fund the event. Sponsorship letters will go out on Monday. Cobblestone will provide the food.
- c. **Beer, Wine & Cheese (Joanne Moehr & Kris Bastian):** Joanne stated that the committee had a wrap up meeting. Final numbers will be coming soon. It should be similar to last year's. Aaron Kabat at Cobblestone stated that the after party was successful.
- d. **Pop Up Business (Keith and Lori):** This is on hold until after the bazaar. Amy Meyers has been speaking with businesses that are vacant. There are a few that are not willing to talk so maybe the Fox cities Regional committee will be able to speak to them.
- e. **Shop Local (Chandra and Joanne):** Lisa White from Zander Press would like to be involved with this. Amy Myers mentioned that we will bring back the turkey promotion in fall.

## D. Fundraisers (Chandra)

- a. **Chamber Bucks (Nick E):** The bucks will be coordinated with the membership drive as the board goes around to each business. Just waiting for final sponsors. Should go to print April 12.
- b. **Key Fobs/Coupon Booklet (Chandra):** The Advantage Card program will be partnered with the Manitowoc Chamber. It will also coordinate with the membership drive.

## E. Education (Sarah, Nick and Nick)

- a. **Lunch & Learn (Amy, Nick, Doug, Joanne):** April 9<sup>th</sup> will be the next event. West Haven will present. There was discussion on how to recognize those businesses that donate the food. Marcos BBQ was questioning this.
- b. **Foundation Grow: (Sarah):** Sponsorship for the Youth Apprenticeship Banquet will be able to go through GROW in order to be tax deductible.

**F. Finance (Doug and Karen):** Karen Novy and Joanne Moehr will meet at the end of April for the next audit.

**G. Strategic Planning (Joanne, Doug, Amy, Nick):** Is 2/3 done but is on hold. Joanne Moehr suggested that the board meet for a half day meeting to complete this program. Amy will send out an email to the board on doodle poll asking which days are available.

## H. Civic Organizations (Sarah and Joanne.):

**I. ChamberMaster (Amy):** Amy said that she will send out an email today for all to review.

## 10) New Business:

- A. Next Meeting is on Wednesday April 17 at Woodfire Lodge/Triple J on Mancal Road.
- B. RDA meeting is on June 12 at Ariens Academy.

## 11) Old Business:

**ADJOURNMENT:** The meeting adjourned at 1:30 pm

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