

BRILLION CHAMBER OF COMMERCE BOARD MINUTES

April 17, 2019

Woodfire Lodge/Triple J

12:00 PM

CALL TO ORDER: Amy Myers called the meeting to order at 12:11 PM.

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

2) **APPROVAL OF THE AGENDA:**

Motion – Amy Meyers added Reorganize committees to the agenda. Joanne Moehr made Motion to Approve Agenda with changes. Seconded by Doug Neils. Call vote taken. Motion carried unanimously.

3) **APPROVAL OF MINUTES –March 2019 Minutes.**

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

4) **PRESIDENT’S REPORT:** N/A

5) **SECRETARY-TREASURER REPORT:**

Karen Novy presented April’s Secretary Report and March’s Treasurer Financial Report. Savings March 31, 2019

Ending balance Chamber Bucks Account #336319:	\$330.41
Ending balance Primary Account #301477:	\$20,286.71
Ending balance BWC Account #400800576:	\$9497.14
Ending balance PayPal:	\$2545.37

Motion – Joanne Moehr made one correction to secretary’s report. Doug Neils made a motion to approve the Secretary & Financial Reports. Seconded by Joanne Moehr. Call vote taken. Motion carried unanimously.

6) **RDA: Lori Gosz** –N/A

7) **CITY OF BRILLION: Lori Gosz** –N/A

8) **SCHOOL DISTRICT UPDATE: – Nick Madison**

- a. The Youth Apprenticeship Banquet is planned for May 15. There will be 14 graduates. Each company participating received a letter to sponsor. Cobblestone will be catering.
- b. Phase 3 Referendum Project will be finishing around September 1st. It’ a \$6 million project.

9) **New Business:**

Committee Reports:

A. Membership (Keith and Jennifer S.):

- a. **Recruitment:** Keith Krepline says that notes on the brochure will be sent to the committee. Packet is being put together and ready soon. We will be able to plug in new members into Chambermaster as we visit starting May 14. Need to have the membership form ready on the website.

b. Retention:

B. Marketing (Amy):

Public Relations

- a. **Website (Amy, Doug):** Emily Hudik and Keith Krepline is meeting tonight. Should be done by next Tuesday and ready by May 14.
- b. **Newsletter (Karen):** Louie Lecker sent in the first board member letter for the newsletter.
- c. **Facebook (Sarah and Karen):** Ongoing
- d. **Design-Brand Standard (Amy):**

C. Events (Doug and Karen):

- a. **Golf Outing (Doug):** Doug announced that the golf outing date changed to July 11. A week earlier to accommodate Zander Presses 125th celebration on July 18. We will have live music and focus more on the social aspects of the event. Lisa Herrick stated that New Hope has 10 sets of bean bag games if we need to borrow them for the afternoon event. Doug Neils said that Ariens had some too.
- b. **Awards Ceremony (Nick and Amy): Youth Apprenticeship Program** – Chandra Kluck mentioned that for future Youth Apprenticeship events it should be stated to the businesses that they will be responsible for sponsoring each child \$100 to offset costs of the banquet. Gala will start after the golf outing.
- c. **Beer, Wine & Cheese (Joanne Moehr & Kris Bastian):** Joanne stated that the committee is deciding on spending money on Main Street snowflakes or possibly other ideas.
- d. **Pop Up Business (Keith & Lori):** This is on hold until after the bazaar.
- e. **Shop Local (Chandra & Lisa White):** On hold until after Bazaar After Dark.

D. Fundraisers (Chandra)

- a. **Chamber Bucks (Chandra, Lisa White & Tami Gasch):** Karen Novy met with Karen Nichels at Manitowoc Chamber regarding the redemption of the bucks. Karen Novy will meet with Joanne Moehr on tracking Bucks at the bank.
- b. **Key Fobs/Coupon Booklet (Chandra):** Every employee of the participating businesses will receive a FOB.

E. Education (Sarah, Nick and Nick)

- a. **Lunch & Learn (Amy, Nick, Doug, Joanne):** May 7th will be the next event. Jason Pielhop will speak on fire safety. The rest of the calendar for the year is set in place.
- b. **Foundation Grow: (Sarah):** Sarah mentioned about t-shirts available to purchase to help support the Rock the Block and trails.

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): Meeting scheduled for tonight. Everyone should attend.

H. Civic Organizations (Joanne.):

I. ChamberMaster (Amy): Amy said that there are notes at the office to review if needed.

10) New Business:

- A. Next Meeting is on Wednesday May 15 at Brillion Nature Center.
- B. RDA meeting is on June 12 at Ariens Academy.
- C. Chandra Kluck suggested to restructure our current committees to make it more functional. Each committee will have support under them that is not a chamber board member. It will be discussed at the Strategic Planning session tonight. Most Chambers have 5 committees and then Ad hocs as needed.
- D. Sea Perch program had requested donations from the chamber. This is an underwater robot program that is trying to raise \$4200. It was mentioned that this is not our mission and wish them luck.

11) Old Business:

- A. Rock the Block is coming up and they are needing volunteers. This will end up being a \$6-800,000 project once you add in the business repairs. The Chamber sent out a letter to the members stating that we have nothing to do with these projects. That if there are any questions that the businesses should contact them directly.

ADJOURNMENT: The meeting adjourned at 1:30 pm

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

2 | Page Brillion Chamber of Commerce Meetings

May 2, 2019 Meeting At Ariens Company

Meeting Called to order 6:45pm

1) **ROLL CALL:** Present were Doug Neils, Amy Myers, Chandra Kluck, Joanne Moehr, Nick Euler. And Non-voting member Karen Novy.

2) **New Business: By-law Addition:** Karen Novy presented the addition to the Bylaw so that we are able to order a raffle license.

The addition is as follows:

Dissolution: The chamber shall use its funds only to accomplish the objectives and purposes specified in these bylaws, and no part of said funds shall inure or be distributed to the members of the chamber. On dissolution of the chamber, any funds remaining shall be distributed to one or more regularly organized and qualified charitable, educational, scientific, or philanthropic organizations to be selected by the board of directors

Joanne Moehr made Motion to Approve the Bylaw addition. Seconded by Doug Niles. Call vote taken.

Motion carried unanimously.

ADJOURNMENT: The meeting adjourned at 6:55 pm

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