

BRILLION CHAMBER OF COMMERCE BOARD MINUTES

May 15, 2019

Brillion Nature Center

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, Joanne Moehr, Keith Krepline, Jennifer Lecker and Tami Gasch. Also, present was Karen Novy, Nick Madison, Lori Gosz as non-voting members. Missing was Chandra Kluck and Nick Euler.

2) **APPROVAL OF THE AGENDA:**

Motion – Tami Gasch made Motion to Approve Agenda with changes. Seconded by Louie Lecker. Call vote taken. Motion carried unanimously.

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

Motion – Doug Neils made Motion to Approve Minutes. Seconded by Tami Gasch. Call vote taken. Motion carried unanimously.

4) **PRESIDENT’S REPORT:** Amy Myers thanked those who volunteered at Rock the Block. Joanne Moehr had put in the most volunteer hours.

5) **SECRETARY-TREASURER REPORT:**

Karen Novy presented May’s Secretary Report and April’s Treasurer Financial Report.

Ending balance Chamber Bucks Account #336319:	\$330.41
Ending balance Primary Account #301477:	\$20,207.22
Ending balance BWC Account #400800576:	\$9497.14
Ending balance PayPal	\$1045.37

Motion – 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** –At the last RDA meeting it was decided to no longer have discussions with the current contractor. He couldn’t come up with the tax credits to pursue the project. RDA is interviewing 6 other contractors. RDA will meet on the 2nd Thursdays of the month at 7am.

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

- a. Market St. project consists of 7% of homes that need to be completed per year for lead.
- b. Water tower is being done
- c. Working with Mary Kohrell on revolving loan fund for businesses. The businesses have to hire low income individuals to work. The state is going to close this program. So we have to return the money but can reapply for these funds and use within 2 years. Mary wants to use it for housing. Lori also mentioned that if the Chamber could use some of those funds to contact her.
- d. City approved the park plan.

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

- a. The Youth Apprenticeship Banquet is tonight. 14 kids will be honored. The Chamber is putting it on.

9) **New Business:**

Committee Reports:

A. Membership (Keith and Jennifer S.):

- a. **Recruitment:** A lot of items are at Zander Press including FOBS, decals and membership packets. The packets will be available soon for the Chamber to go to businesses.

b. Retention:

B. Marketing (Amy):

Public Relations

- a. **Website (Amy, Doug):** Website is cleaned up. The front page needs to be designed. Golf Outing is on the website.
- b. **Newsletter (Karen):** Waiting on Nick Euler's letter for newsletter.
- c. **Facebook (Sarah and Karen):** Ongoing
- d. **Design-Brand Standard (Amy):**

C. Events (Doug and Karen):

- a. **Golf Outing (Doug):** Amy Myers designed the golf flyer. The outing will consist of 2 events; one being the golf event and the other is the social event. Amy Myers suggested a task list needs to be put together. Friday is the next meeting.
- b. **Awards Ceremony (Nick and Amy): Youth Apprenticeship Program** –Awards event will be October 3rd.
- c. **Beer, Wine & Cheese (Joanne Moehr & Kris Bastian):** Joanne stated that they are still determining the profit.
- 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. Tami Gasch says she uses these materials.

D. Fundraisers (Chandra)

- a. **Chamber Bucks (Chandra, Lisa White & Tami Gasch):** When the membership packets go out they will ask the businesses if they want to be a part of the Chamber Bucks. Then it will go to press.
- b. **Key Fobs/Coupon Booklet (Chandra):**

E. Education (Sarah, Nick and Nick)

- a. **Lunch & Learn (Amy, Nick, Doug, Joanne):** It was cancelled this month due to no RSVPs. There will be no meeting in July.
- b. **Foundation Grow: (Sarah):**

F. Finance (Doug and Karen): Finance needs to a budget vs. actual statement in Chambermaster.

G. Audit (Joanne): Karen Novy and Joanne Moehr will meet after Memorial weekend for the next audit.

H. Strategic Planning (Joanne, Doug, Amy, Chandra):

- a. **Strategic Communications Plan:**
- b. **Reorganization of Committees:** Amy Myers spoke about why and how this organizational chart works. She asked everyone to look it over. Amy is asking for another meeting to finalize it on May 23.
- c. **Chambermaster:**

10) New Business:

- A. Next Meeting is on Wednesday July 17 at Verve Credit Union.
- B. Group Organization meeting will switch to 3rd Thursday in Sept.
- C. Keith Krepline will be resigning but will help as an ambassador.

11) Old Business:

ADJOURNMENT: The meeting adjourned at 1:11 pm

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

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