

# BRILLION CHAMBER OF COMMERCE BOARD MINUTES

September 18, 2019

Brillion Community Center

12:00 PM

**CALL TO ORDER:** Amy Myers called the meeting to order at 12:03 PM.

1) **ROLL CALL:** Present were Brian Witt, Amy Myers, Jennifer Lecker, Beth Wenzel and Chandra Kluck, Also, present was Karen Novy, Lisa Herrick, Lori Gosz, Pete Kittel (for Nick Madison) and Sarah Pielhop as non-voting members. Missing was Joanne Moehr, and Tami Gasch.

2) **APPROVAL OF THE AGENDA:**

**Motion** –Louie Lecker made Motion to Approve Agenda with changes. Seconded by Chandra Kluck. Call vote taken. Motion carried unanimously.

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

**Motion** –Louie Lecker made Motion to Approve Minutes. Seconded by Brian Witt. Call vote taken. Motion carried unanimously.

4) **PRESIDENT’S REPORT:** Amy Myers had a conversation with Steve Endries regarding a donation up to \$1000 towards our Best & Brightest. For every attendee we will receive \$10 up to \$1000. This is in lieu of donating towards SWAG bag items.

5) **SECRETARY-TREASURER REPORT:**

Karen Novy presented September’s Secretary Report and August’s Treasurer Financial Report.

<b>Ending balance Chamber Bucks Account #336319:</b>	\$325.41
<b>Ending balance Primary Account #301477:</b>	\$16,071.38
<b>Ending balance BWC Account #400800576:</b>	\$9073.67
<b>Ending balance PayPal</b>	\$255.38

**Motion** – Brian Witt made a motion to approve the Secretary & Financial Reports. Seconded by Chandra Kluck. Call vote taken. Motion carried unanimously.

6) **RDA: Lori Gosz –**

- The last RDA meeting discussion was about the improvement plan and inviting the higher ups in the community. Bob & Pat Endries attended this meeting.
- Finalizing documents with the apartment complex quickly.
- BIW property demolition project will continue in October. The process will take 2-3 weeks. A contractor is removing equipment out and complete by Oct. 4.

7) **CITY OF BRILLION: Lori Gosz –**

- The Market street project will be completed by the end of September. The Elm Street project will be next year.
- The DNR dredged the marsh about 2 feet.

8) **SCHOOL DISTRICT UPDATE: – Nick Madison- (Pete Kittel spoke for Nick)**

- Good start of the school year. The student numbers are steady.
- The elementary school project is complete, including the heating, cooling system and the locker rooms.
- Homecoming is next week.
- SOCA an industry based certification is being offered.

9). **Committee Reports:**

**A. Membership (Doug Neils):**

**a. Recruitment:** Membership pack is almost done. Chandra Kluck was wondering if the Keith Krepline's past committee members would like to still be on the committee.

**b. Retention:**

**B. Marketing (Amy):**

**Public Relations**

**a. Website (Amy, Doug, Lisa White):** Lisa White at Zander is almost complete.

**b. Newsletter (Karen):** Karen Novy is rebuilding the newsletter to be consistent with our website. She brought up a name change and discussed the possibility of running a contest. We can ask the membership for their choices and the winner could win ChamberBucks. Good way to involve the community to make them feel involved.

**c. Facebook (Sarah and Joanne):** Joanne and Sarah are doing great, we are at over 700 likes.

**C. Events (Brian and Karen):**

**a. Golf Outing (Brian & Karen):**

**b. Youth Apprenticeship:**

**c. Awards Ceremony (Nick and Amy):** Amy Myers mentioned that she is looking for people to introduce the winners. Brian Witt sent out letters to those individuals that attended last year but have not committed yet for this year. Pete Kittel mentioned that this year the event will have singers instead of the band.

**d. Beer, Wine & Cheese (Joanne Moehr & Kris Bastian):** The BWC committee is looking for ideas to spend this year's funds on. Beth Wenzel stated that she was at an event and it was mentioned that since Brillion is doing so well, we will have access to Erin Whetly from Main Street Communities.

**e. Pop Up Business (Brian & Lori):** Brian Witt is doing research on this area. Jerome Popp has volunteered to be on this committee.

**f. Shop Local (Chandra & Tami Gasch):** Tami passed along the following message from the Monday meeting...she spoke with Mary Kohrell and mentioned that local businesses should be ready when Brillion has their Walk Through.

**i. Chamber Bucks (Doug):** Chandra Kluck explained the program. It will be announced at the B & B

**ii. Turkey Promo:** This prom will be going on this year.

**iii. American Express/Shop local:**

**iv. Key Fobs/Coupon Booklet (Chandra):**

**D. Education (Joanne & Brian)**

**a. Lunch & Learn (Brian & Joanne):** The October LNL will be Larry Dietz, presenting "Women at PPI" at Ariens Academy. A new advertisement has been created for the newspaper. The chamber is offering an incentive to 3 chamber members offering \$150 off membership at the LNL.

**b. Grow Foundation (Sarah):** Sarah Pielhop mentioned that any money given to the Brillion Family Funds will be matched until the end of the year. Currently has \$17,000.

**E. Finance (Brian & Karen):** Brian Witt announced that the B & B is on the plus side.

**F. Audit (Joanne):**

**G. Strategic Planning (Joanne, Brian, Amy, Chandra):** The Monday meetings are following the strategic plan.

**a. Strategic Communications Plan (Chandra, Amy, Brian):** Brian Witt spoke about the program and how there is a lot to learn. Louie Lecker is wondering why she is receiving all the extra notices. Karen Novy will look into it.

**b. Reorganization of Committees (Chandra, Amy, Brian)**

**c. ChamberMaster (Amy):**

**10) New Business:**

A. Next Meeting is on Wednesday October 16 at the Ariens (and Brian Witt will check on availability) at noon.

B. Reminder – City Group Organization meeting September 19 at Ariens Academy at 6:00

C. Brillionfest 2020 Jaycees – Guest Speaker Jon Beach/Jaqueline Buboltz did not attend.

D. Open Board Position: Amy Myers welcomed Beth Wenzel from Zander Press as a permanent member. Still looking for 2 more members. Nick Euler resigned.

- E. Karen Novy shared the cost of \$975 for purchasing the computer at SOS in Brillion. Beth Wenzel mentioned that we should barter for services. Brian Witt will check the budget.
- F. Brillion High School Home coming is next week and Karen Novy mentioned that 3 judges are needed for judging the windows and boards. Louie Lecker, Amy Myers and Chandra Kluck volunteered.
- G. Kelly from Chilton High School was unable to attend but Lisa Herrick explained the programs. They are in need of judges for a student competition in February. Chilton is also having a Christmas light show and would like Brillion Chamber involved either by having our own light show section as well as volunteering and or advertising in their calendar. There was discussion and since this is not in our budget we are unable to purchase an adv. this year. Karen Novy will check with Kelly on the costs to possibly add to next year's budget.

**11) Old Business:**

**ADJOURNMENT:** The meeting adjourned at 1:16 pm

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

2 | Page Brillion Chamber of Commerce Meetings