

BRILLION CHAMBER OF COMMERCE BOARD MINUTES

August 21, 2019

State Bank of Chilton

12:00 PM

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

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

2) **APPROVAL OF THE AGENDA:**

Motion – Amy Meyers added Complimentary membership to the agenda. Joanne Moehr made Motion to Approve Agenda with changes. Seconded by Brian Witt. Call vote taken. Motion carried unanimously.

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

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

1) **PRESIDENT’S REPORT:** Amy Myers stated that the membership is up to 75 businesses. She also mentioned that Mark Olson from Ariens is sending out a survey and is partnering up with the Chamber on this project.

2) **SECRETARY-TREASURER REPORT:**

Karen Novy presented August’s Secretary Report and May, June and July’s Treasurer Financial Report.

May:

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

June:

Ending balance Chamber Bucks Account #336319:	\$190.41
Ending balance Primary Account #301477:	\$18,009.98
Ending balance BWC Account #400800576:	\$9371.18
Ending balance PayPal:	\$1005.38

July:

Ending balance Chamber Bucks Account #336319:	\$190.41
Ending balance Primary Account #301477:	\$18,009.98
Ending balance BWC Account #400800576:	\$9371.18
Ending balance PayPal:	\$1005.38

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

3) **RDA: Lori Gosz** –The Downtown Apartment project is a go. The RDA will review the project at the Sept. meeting.

4) **CITY OF BRILLION: Lori Gosz** –The transmission project is wrapping up. Calumet Street will be paved. Next year will have final coat.

- Market Street will begin on Tuesday after Labor Day and should be complete by end of September.
- 2020 Census is being sent out and is important for everyone to complete.
- Park & Rec is working on open space plan. Meeting is Aug. 29 at 6:30 at BCC.

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

9). Committee Reports:

A. Membership (Doug Neils):

- a. **Recruitment:** Membership pack is almost done. Doug will develop a timeline and find ambassadors to help in the community.
- b. **Retention:** Calendar being developed

B. Marketing (Amy):

Public Relations

- a. **Website (Amy, Doug, Lisa White):** Lisa White at Zander is almost done with the website for \$480 and she is also working on the City's website.
- b. **Newsletter (Karen):** ongoing
- c. **Facebook (Sarah and Karen):** all logos are updated in Chambermaster

C. Events (Brian and Karen):

- a. **Golf Outing (Doug):** Up 90% over 2 years ago
- b. **Awards Ceremony (Nick and Amy):** Invites are going out tomorrow. B & B nominations have been completed and chosen by the committee as follows:
 - Mike Ariens Leadership is Bob & Pat Endries
 - Young Professional is Aaron Kabat
 - Business of the Year is School Improvement/John School
 - Public Service is Joey Diener
 - Volunteer within the Community is Joanne Moehr
- c. **Beer, Wine & Cheese (Joanne Moehr & Kris Bastian):** Joanne stated that the Net amount earned was \$3813.73. Down in attendance but made about the same amount as the previous year.
- d. **Pop Up Business (Brian & Lori):** Lori stated that she needs a chamber board member to be on the committee. After Lori explained a bit about the committee Brian Witt said that he would serve on the committee.
- e. **Shop Local (Chandra & Tami Gasch):** Tami stated that she had good results last year.
 - i. **Chamber Bucks (Doug):** Collections of sponsorship is currently going on.
 - ii. **Turkey Promo:** Karen Novy explained the promo.
 - iii. **American Express/Shop local:**
 - iv. **Key Fobs/Coupon Booklet (Chandra):** When the membership drive committee goes around then they will explain this program to all the businesses.

D. Education (Joanne & Brian)

- a. **Lunch & Learn (Brian & Joanne):** Steve Endries will be presenting at the next session. His topic is on new technology and footprints of Endries. Markos will be the food sponsor. Discussion was on Complimentary membership; we will have a container that people can drop in a business card and 3 cards will be chosen to receive reduced (\$150 off) membership. It would be chosen at the Holiday membership meeting.
- b. **Grow Foundation: (Sarah):** GROW is going to partner with Horn Ford & Community Family Fund on Sept. 8 from 10am to 2 pm. \$20 per person that drives a car will be donated. Door prizes will be given out. A fun program will be going on after church including food and games. The money will go into the community pool.

E. Finance (Brian & Karen):

F. Audit (Joanne):

G. Strategic Planning (Joanne, Brian, Amy, Chandra):

- a. **Strategic Communications Plan: (Chandra, Amy, Brian):**
- b. **Reorganization of Committees: (Chandra, Amy, Brian)**
- c. **ChamberMaster (Amy):**

9) New Business:

- A. Next Meeting is on Wednesday September 18 at the Community Center 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. BIW plans and how they affect the Chamber survey discussed above.

- E. Open Board Position (PPI, vacant seat). PPI does not want a position on the board. Zander is the next largest employer. Amy Myers will speak with someone at Zander Press.
- F. Complimentary Membership – There was discussion about complimentary membership for Markos BBQ and Kreative Knots. Jennifer Lecker made motion to offer non-chamber businesses complimentary Key FOB and Chamber Bucks program to them until the end of the year. Motion was 2nd by Tami Gasch.
- G. Replace phone, additional printer & Computer – Karen Novy purchased a printer at Walmart. It was recommended to purchase the phone at Verizon. Karen recommended purchasing the computer at SOS in Brillion.
- H. Discussed having mail delivered to the office and Amy Myers had wanted an inventory of all product that currently has only our PO Box printed on it. Karen Novy will send her this information.

10) Old Business:

ADJOURNMENT: The meeting adjourned at 1:26 pm

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

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