

**BRILLION CHAMBER OF COMMERCE
BOARD MINUTES**

October 19, 2016

Cobblestone Banquet

12:00 PM

1) CALL TO ORDER: Jason Ruebl called the meeting to order at 12:09 PM.

ROLL CALL: Present were Jason Ruebl, Doug Neils, Tim Hanson, Jennifer Kolberg, Linda Alger, Jennifer Schmidtkofer, Shannon Shinsky, Vineta Caune-Meyer. Also present were Karen Novy and –nonvoting Nick Madison and Cheryl Welch. Absent was Wendy Allen and Callie Barribeau.

2) APPROVAL OF THE AGENDA:

Motion – Tim Hanson made a Motion to Approve the Agenda. Seconded by Doug Neils. Call vote taken. Motion carried. Agenda Approved.

3) APPROVAL OF MINUTES –July 2016 Minutes.

Motion –Jennifer Schmidtkofer mentioned some minor changes should be made. Jennifer Kolberg made Motion to Approve Minutes. Seconded by Vineta Caune-Meyer. Call vote taken. Motion carried unanimously.

4) PRESIDENT’S REPORT: Jason Ruebl- Jason stated that we had a good turnout at the banquet and that we have one new board member, still looking for one more plus the vice-president role. Thank you all who came.

5) SECRETARY-TREASURER REPORT:

Karen Novy presented September Secretary’s report and August Treasurer Financial Report. Savings \$24, 4297.57 Chamber Bucks \$353.24 and PayPal Acct. 1902.46.

Motion – Tim Hanson made a motion to approve the Secretary & Financial Reports. Seconded by Doug Neils. Call vote taken. Motion carried unanimously.

6) COMMITTEE REPORTS:

A. Retail Committee:

- a. Cheryl Welch mentioned that the next RDA meeting is the 2nd Thursday of November and she will suggest that our retail Committee work with theirs on future projects. Tammi Gasch from Brilliant Blooms and Shannon Shinsky.
- b. **Holiday Advertisements:** It was agreed upon to do the same as last year.
- c. **Shop Local/Coupon Book:** It was agreed upon that the Chamber moves forward with the coupon book and to be done by the BWC. Karen Novy will e-mail the BWC committee regarding the coupon book being dispersed at the February event. Copies of the coupons will be made to show them as well as our members. Jason suggested that we spilt up the membership list and all the board members go and visit our membership. During this visit each board member will show the coupon book, explain that each business will receive 1 free coupon and second will cost \$50, we will print 4000 books and disperse them at the BWC, Parade and at each business. Karen Novy will send out an e-mail to the members telling them about the coupon book and that a board member will be visiting soon. In addition she will put together a questionnaire including questions: What can the Chamber do for you? Are you interested in serving as a board member or on a committee? Why did you not attend the Chamber Fall Banquet? And invite them to our Christmas Social/Meeting. Since we were considering in being Brillion’s Light Parade this summer, Cheryl Welch called Sarah Pielhop asking if the Chamber has a banner. Sarah said that we have a banner

and it would cost us \$100 to be in the parade. Nick Madison will ask the Optimist if we will be able to hand out the coupon books at the parade.

- d. Invite member to Meeting:** Tim Hanson suggested that we start inviting a Chamber member to our meetings; lunch on us. (One member per meeting.)

B. Beer Wine & Cheese Committee: No new update.

C. Membership Committee: Vineta Caune-Meyer mentioned that the Appleton Chamber has a packet for new members. We should look into this.

D. Website Committee: Jennifer Schmidlkofer suggested to have this and the Membership Committee added to the questions to ask the members during the personal meeting with each member. A board member should also be on these committees.

7) NEW BUISNESS:

A. Next Meeting: The next meeting is still to be decided.

B. 2016 Fall Banquet Event: The attendance of this event was low...we had 47 attend. It was recommended that the invites should be mailed out early and do follow-ups with e-mail. Cheryl Welch mentioned that in general Chambers are experiencing lower numbers because of the Obama Care. Karen Novy will book next year's banquet date at Cobblestone.

C. Board Resignations: It was suggested to invite JaAnne Moehr (new board member for 2017) to our next 2 meetings. Aaron Kabat was approached as well.

D. Website: Tammie Koehler with IT Dept. will be fixing the directory for our website. She is thinking it will take approx.. 10 hours to replace it. Karen Novy stated that we are purchasing the backup plan for about \$45 per 3 years to eliminate any possible problems in the future.

E. Chamber Storage: Jason Ruebl stated that he would hold onto the file cabinet for now.

F. Fall Fest: Cheryl Welch stated that they had a steady flow of children/families with a bus count of at least 325. The tourism committee sponsored the tent and the firemen served beer and had a band. The disappointment was the lack of participation in the decorating of the light poles. Tadych's won the \$100 Chamber Bucks. Jennifer Kolberg stated that the Brillion Nature Center had approx. 734 people in the first hour and a total of 920 but it started to rain and the Badger game was on so that may be the reason the numbers dwindled.

G. Christmas Social: We had a poor turnout last year and we may want to reconsider what to offer this year. Shannon Shinsky suggested not having the social and just invite a member to each of the chamber meetings. Linda Alger suggested handing out an invite when the board members visit the chamber members. A date should be determined and placed chosen could be the Mill, Bakkheia, or Cobblestone. Karen Novy will call Bakkheia to see if they would open up on December 14 at 5:30. Karen Novy will check on the date of the Milwaukee Symphony that plays in Brillion to make sure it does not conflict.

H. Calumet County Civic Meeting: Jason Ruebl will check to see if there is a date scheduled and he may attend.

8) OLD BUSINESS:

A. Review By-laws, Budgets and Audit Accounts including Payroll: At this meeting we were running late so we tabled it to the next meeting. Next meeting is Article V & VI. Be sure to add a revised date when the review is complete.

9) SCHOOL DISTRICT UPDATE: – Nick Madison – Nick mentioned that there was a job fair On Oct. 28 from 10-2 at the High School.

The STEM Facility is getting closer to completion and the grand opening will be around the 1st week of February. Under \$90,000 left to fundraise.

10) CITY OF BRILLION: - Cheryl Welch – Cheryl stated that Lori Gosz will probably take over her spot on the RDA unless the RDA can come up with some funds to keep Cheryl on as a contractor.

Cheryl stated that there are some local businesses that are looking at some of the downtown businesses and the Brillion Iron Works.

The FNB has announced that they will be building near the McDonalds on Ryan Street.

The Collins State Bank will be moving into the old Bank Mutual Building.

Baker Bill will be closing up his business soon and Shakers is buying it.

ADJOURNMENT: Motion Doug Neils moved to adjourn. Seconded by Tim Hanson. Call vote taken. Motion carried unanimously. The meeting adjourned at 1:33 pm

Respectfully Submitted

Karen Novy, Secretary/Treasurer – Brillion Chamber of Commerce