

**BRILLION CHAMBER OF COMMERCE
BOARD MINUTES**

December 4, 2013

Brillion Community Center (McDonalds)

12:00 PM

CALL TO ORDER:

Tammy Koehler called the meeting to order at 12:02 PM.

ROLL CALL: Present were Tammy Koehler, Rob Jensen, Christina Kortnetske, Bill Veit, Doug Neils & Jason Ruebl. Also present were and Michelle Ruebl and Justin Linzmeier (both non-voting). Absent were Jason Levash, Gary Kabat and Nick Madison (non-voting). Guests: Louie Kolberg & Todd Brehmer

APPROVAL OF THE AGENDA:

Motion – Bill Veit made Motion to Approve Agenda Seconded by Doug Neils. Call vote taken. Motion carried. Agenda Approved.

APPROVAL OF MINUTES –November 6th, 2013 Chamber Board Meeting.

Motion – Rob Jensen made motion to approve September 4th, 2013 Chamber Board Meeting Minutes. Seconded by Doug Neils. Call vote taken. Motion carried unanimously.

PRESIDENT’S REPORT:

Tammy Koehler’s report. This is her last and final report. Thank you to Rob Jensen for standing in the early part of the year. Thank everyone for their help and understanding. Tammy will be around for 1 more year as Past President and looks forward to it, but with a less role.

SECRETARY-TREASURER REPORT:

Michelle Ruebl presented the November 2013 Secretary Report and November 2013 Treasurer Financial Report. Membership dues are still coming in and data is being prepped to be entered into new system.

Motion –Doug Neils made a motion to approve/accept the November 2013 Secretary and Financial Reports. Seconded by Bill Veit. Call vote taken. Motion carried unanimously.

COMMITTEE REPORTS:

No Committee Reports given-Michelle will work on recruitment for 2014. Bakkheia is interested in a Business After Five. Beer, Wine, Cheese & Treats is on the site and link works. Board members are highly encouraged to help.

NEW BUISNESS:

A. Next Meeting Date:

Meeting is set for January 8th, 2014 location to be determined based on membership.

B. NSC Hosting-Website- Doug Neils made a motion to pay monthly to NSC for services rendered and hosting. Rob Jensen seconded the motion. Call vote taken. Motion approved

C. Dues Letters/President Letter

Discussion occurred regarding associate members and insurance changes. Board has concerns on possible dwindling of the Associate members. Rob Jensen made a motion to Offer Associate Members to upgrade to Full Membership. Doug Neils seconded the motion. Call Vote taken. Motion approved.

OLD BUSINESS:

A. 2013 Calendar Review:

No changes.

B. 2014 Budget Review:

Budget meeting set for next Tuesday at 10am at Cobblestone Inn & Suites.

C. President Elect 2014

Board members were encouraged to step up to President Elect for 2014.

D. Accounting Software

Quickbooks is best choice. Program will be ordered in December to work on data entry. Ready for January invoicing.

E. Sub-Committees

Tabled to January-bring membership list.

F. NSC Hosting

Repeat

G. E-Ticket Program is underway

In place and can be used to buy the tickets. In the future it can be used for other purposes as well.

H. Business Recognition Website Updates

Location on website is now used for the Beer Wine Cheese & Sweets event. Will work on new location. Website may need to be revamped in future.

I. Room tax Update - TIFF

Justin Linzmeier researched the TIFF. Tax can be used outside the district. Tax can go for promotion, advertising, tourism kiosk, not for events just for the Chamber. It can be used to advertise events that promote overnight stays. Room tax commission needs to be created and guidelines to be created. City keeps a percentage, rest is used toward guidelines. Need to put a proposal together for the city to review. An avenue to generate funds to help create traffic to Brillion, being a centrally located area and it's capability of supporting neighboring events. Events that would be included are high traffic events such as Beer, Wine, & Cheese event. Chamber is making the endorsement to the proposal.

Motion – Doug Neils made a motion that Justin Linzmeier makes the proposal together with Christina Kortnetske. Bill Veit seconded the motion. Call vote taken. Motion approved.

CITY UPDATES/COMMUNICATIONS- JUSTIN LINZMEIER:

Job Fair is coming up for Calumet County on January 22nd, 2014. It is free for employers. A new ad was recently created for Brillion. Small Business counseling is offered through the county. Might benefit to have them come out and talk to the area. Offer a free seminar or overview for members. Possibly a lunch/learn. Tammy Koehler would help organize the event.

SCHOOL DISTRICT UPDATE – NICK MADISON:

Nick Madison has a school update. Reassessing the results of the referendum and how the school needs can be met. Solutions voted down, but the needs are still there. New solutions are being talked about for spring. The Board should have some answers by end of month. February is too soon to bring to voters. Need some adjustments first. Youth sporting events bring minimum 500 people to our community. Wrestling can be over 1000 people. Some facilities need to be optimized to handle the people.

ADJOURNMENT:

Motion – Rob Jenson moved to adjourn. Seconded by Bill Veit. Call vote taken. Motion carried unanimously. The meeting adjourned at 1:02pm

Respectfully Submitted

Michelle Ruebl, Secretary/Treasurer – Brillion Chamber of Commerce