

**BRILLION CHAMBER OF COMMERCE
BOARD MINUTES**

March 16, 2016

Community Center

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 Niels, & Vineta Caune-Meyer, Michelle Ruebl, Tim Hanson, & Gary Fischer. Also present were Karen Novy, Nick Madison -nonvoting. Absent was Jennifer Schmidlkofer, Wendy Allen, Jennifer Kolberg, Cheryl Welch and Dan Dietrich. Visitor: Patty Milka

2) APPROVAL OF THE AGENDA:

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

3) APPROVAL OF MINUTES –February 2016 Minutes.

Motion –Doug Niels made Motion to Approve Minutes. Seconded by Vineta Caune-Meyer. Call vote taken. Motion carried unanimously.

4) PRESIDENT’S REPORT: Jason Ruebl – Jason introduced our visitor Patty Milka from Fox Cities Chamber

5) SECRETARY-TREASURER REPORT:

Karen Novy presented February Secretary’s report and February Treasurer Financial Report. Michelle Ruebl requested the 1st dollar pictures and the BWC pictures be sent to her so that she can post them on our website. **Motion** – Gary Fischer made a motion to approve the Secretary & Financial Reports. Seconded by Vineta Caune-Meyer. Call vote taken. Motion carried unanimously.

6) COMMITTEE REPORTS:

A. Retail Committee:

Michelle Ruebl spoke with Kim Simmons at Bullseye about the retail committee and possibly forming a formal retail committee and will meet in April.

Jason Ruebl will call Dan Cervantes (from Holly Marie’s Professional Pet Grooming) requesting more information on the coupon book.

Michelle Ruebl mentioned that Pete Kittel was going to be honored in the Lakeshore All Sports Hall of Fame. An advertising company approached Michelle and asked if the Chamber would be interested in purchasing a space in the booklet that is given out that evening. Michelle made a motion to put in a ¼ page size advertisement in the booklet. Doug Niels second it. Motion carried. Michelle also made a motion to place a business size card advertisement in the Zander Press when they approach us. Vineta Caune-Meyer second it, motion carried.

Beer Wine & Cheese Committee:

We briefly discussed the profit from the Wine & Cheese event which was approximately \$5191.85. Survey results were mostly favorable. We also discussed the idea of surveying our vendors and sending out thank-you cards. Karen Novy will talk to Kris Bastian about it.

B. 2016 Golf Committee

Karen Novy sent out an e-mail to last year's golf committee reminding them that it is time to meet and discuss this year's event. A second notice will be sent out. Tim Hanson and Doug Niels mentioned that they would be on the committee.

7) NEW BUSINESS:

- A. Next Meeting:** April 20 at the New Hope Center in Chilton at noon, they will cater in the food. An e-mail will go out with directions and a menu. Lisa Herrick will give a short tour of their facility.
- B. Guest Speaker:** Patty Milka from the Fox Cities Chamber was our guest speaker for the day. The Fox Cities Chamber is putting on an 8th grade work career expo April 18 in Menasha. Fifty booths will be set up and divided into 4 different zones. Patty passed out brochures and set up her laptop for all of us to view a presentation. Patty also handed out a brochure on "The Forum 2016" on April 12. This is a forum that will discuss workforce and school development and retention solutions. She is expecting 250. We will display this on our website.
- C. Swear in New Officers:** Tim Hanson, Michelle Ruebl, Vineta Caune-Meyer, Gary Fischer were sworn in today.
- D. Brochure.** –The brochure was tabled until the new pictures from the Beer, Wine & Cheese event and golf event are added. Karen Novy will send the BWC pictures to Michelle Ruebl.
- E. 2016 Fall Banquet Event:** Jason Ruebl discussed the Murder Mystery program and will find out more information from his contact at the Kiel Chamber. Vineta Caune-Meyer mentioned that she visited the website NightofMystery.com and thought that it was reasonably priced and thought this group may offer discounts for fundraisers.
- F. City of Brillion 5-k:** No discussion today.

8) OLD BUSINESS:

A. Funds from Beer, Wine & Cheese: – Jason Ruebl sent the information regarding the signs for the grant committee to Cheryl Welch. Jason Ruebl received permission from the land owner to move the sign to another location.

B Review By-laws, Budgets and Audit Accounts including Payroll: Gary Fischer asked questions on what should be audited. After a discussion, it was decided that Karen Novy will e-mail banking and PayPal information to Gary Fischer for him to audit.

C. Misc. Discussion: Vineta Caune-Meyer will send an email to Karen Novy regarding the Jaycees and their request for volunteers.
Tim Hanson brought up a Casino night fundraiser possibly offering it the same night of the Brillion Homecoming dance. This would give the adults something to do that night as well.

9) SCHOOL DISTRICT UPDATE: – Nick Madison – Not Available

10) CITY OF BRILLION: - Cheryl Welch – Not Available

ADJOURNMENT: Motion Tim Hanson moved to adjourn. Seconded by Doug Niles. Call vote taken. Motion carried unanimously. The meeting adjourned at 1:24 pm

Respectfully Submitted

Karen Novy, Secretary/Treasurer – Brillion Chamber of Commerce