

**BRILLION CHAMBER OF COMMERCE
BOARD MINUTES**

August 17, 2016

Ethels

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 and Callie Barribeau. Also present were Karen Novy. Absent was Jennifer Schmidlkofer, Shannon Shinsky, Vineta Caune-Meyer, Wendy Allen, and –nonvoting Nick Madison and Cheryl Welch.

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 –Doug Neils made Motion to Approve Minutes. Seconded by Tim Hanson. Call vote taken. Motion carried unanimously.

4) PRESIDENT’S REPORT: Jason Ruebl –Jason reminded everyone to respond if they are or are not attending the monthly meetings so that we will know if we will have a quorum.

5) SECRETARY-TREASURER REPORT:

Karen Novy presented August Secretary’s report and July Treasurer Financial Report. Doug Neils questioned why there were 2 checks written to Schroths for the same amount. Karen Novy was looking into it. Savings \$24,112.32, Chamber Bucks \$143.24 and PayPal Acct. 1834.70.

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

6) COMMITTEE REPORTS:

A. Retail Committee:

- a. **Holiday Advertisements:** Nothing new...may have something for the Fall Fest.
- b. **Shop Local/Coupon Book:** Not available – Jason Ruebl will look into it further.

B. Beer Wine & Cheese Committee:

Kris Bastian passed along info about the additional cost for the snowflake displays. They were not aware that WPS would charge to hook up the electricity in addition to what Krueger electric would charge. The board said that they wanted to see the cost before making any decisions.

C. Golf Committee:

Karen Novy mentioned that the golf outing was a big success with having the full 72 golfers, many donations and made over \$900 more than the previous year. Karen Novy also stated that she felt we could have made a lot more with the raffle tickets if people would have stayed. We lost a lot of people to Bakkheia’s music night. And possibly change the set up the dinner tables in the room in the back.

7) NEW BUISNESS:

A. Next Meeting: The next meeting will be held at the Brillion Middle School on September 21.

- B. Brochure.** –Karen Novy suggested we change all the pictures, not just the Beer Wine & Cheese and the Golf Outing. She suggested changing the ribbon cutting picture with a 1st Dollar picture. All the new pictures will be sent to Zander Press to finalize the project.
- C. 2016 Fall Banquet Event:** Karen Novy was able to confirm the reservations for both Cobblestone and Lets Be Frank entertainment. She will contact Cobblestone for the menu and cost. She will also have the invite ready to view. The Fall Banquet will not be open to the public.
- D. City of Brillion 5K event:** No news.
- E. Board Resignations:** We are still needing representation from the Iron Works and Karen Novy mentioned that she was in contact with Gary Kabat. Gary stated that Mr. Neumeyer has a person in mind but has to wait until Iron Works is back from plant shut down. We have 2 board member positions (Vineta Caune-Meyer and Jason Ruebl) that will need to be filled at the Fall Banquet.
- F. Website:** Karen Novy reported that somehow we lost the entire directory on our web site. She has been working with Tammy Koehler and Dotster to have it corrected.
- G. Membership Dues:** Karen Novy suggested that before the Chamber sends out this next year’s membership dues statements that the board may want to review the cost and levels. Next month the board will review the membership dues information.
- H. Chamber Items Storage:** Karen Novy wondered if it was wise to keep all Chamber items at a private resident versus at some city location. She will call the library, Community Center, City Hall and/or contact our membership to see if there is room for some older files and items that are not being used currently.
- I. Levy of Taxes for past employee:** Jason Ruebl will look into this issue.

8) OLD BUSINESS:

- A. Review By-laws, Budgets and Audit Accounts including Payroll:** A copy of the Bylaws was sent to all board members for this meeting. At this meeting we reviewed sections I – III and no changes were recommended. Next meeting is Article IV. Be sure to add a revised date when the review is complete.
- B. Board Member Terms:** Karen Novy sent a copy of the Board Member terms for all to review. This information was discussed above.

9) **SCHOOL DISTRICT UPDATE:** – Nick Madison – Not available.

10) **CITY OF BRILLION:** - Cheryl Welch –Not available.

ADJOURNMENT: Motion Doug Neils moved to adjourn. Seconded by Tim Hanson. Call vote taken. Motion carried unanimously. The meeting adjourned at 1:09 pm

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