

**BRILLION CHAMBER OF COMMERCE
BOARD MEETING MINUTES**

April 4, 2012

Best Advantage Credit Union

12:00 Noon

CALL TO ORDER:

President Mark Vechart called the meeting to order at 12:05 PM.

ROLL CALL: Present were Bill Veit, Rebecca Flanders, Tammy Koehler (arriving at 12:10 PM), Josie Kilgore, Mark Vechart, Gary Kabat, Doug Neils, Wayne Volkman (non voting), Nick Madison (non voting)(arriving at 12:20 PM), and Joy Buboltz (non voting). Absent were Eric Nies, Tammy Williams, Mike Buboltz, and Rob Jensen.

GUESTS:

Guests of the meeting were Tom Kees and Tammy Fischer.

APPROVAL OF THE AGENDA:

Motion – Doug Neils moved to approve the agenda. Seconded by Josie Kilgore. Call vote taken. Motion carried unanimously.

APPROVAL OF MINUTES – MARCH 7, 2012 MEETING:

Motion – Bill Veit moved to approve the March 7, 2012 Chamber Board Meeting minutes as printed. Seconded by Doug Neils. Call vote taken. Motion carried unanimously.

SECRETARY-TREASURER REPORT:

Joy Buboltz presented the April 4, 2012 Secretary Report, the April 4, 2012 Treasurer Financial Report, and the current 2012 Chamber Budget to the Board.

Motion – Doug Neils moved to approve/accept the April 4, 2012 Secretary-Treasurer Report. Seconded by Josie Kilgore. Call vote taken. Motion carried unanimously.

CITY UPDATES/COMMUNICATIONS – WAYNE VOLKMAN:

Wayne Volkman reported on the following:

- While on vacation in Florida, he visited the Winter Haven Chamber of Commerce and reviewed their approach. He noted that in the Gulf of Mexico there are fourteen (14) Chamber of Commerce's.
- April 3rd Election Update - Mayor Gary Deiter was re-elected Mayor for the City of Brillion and Betty Nies and Wally Sonnabend were elected as Alderpersons-At-Large. They will be starting their respective terms on April 17th. He also noted that there will be two (2) new Calumet County Board Supervisors, Donald Glaeser and Lyle Ott.
- Congratulations to the Brillion High School Boys Basketball Team on winning the Division 3 State Basketball Tournament.

- He will be working on the grant administration paperwork for the Safe Routes to School Grant. At this time five (5) engineering firms were sent a proposal. In April they will be interviewing those engineering firms. At this time it appears the trail to Trinity Lutheran Church and School will not be ready until 2013.
- He and City Administrator Lori Gosz will be working with East Central Regional Planning Commission on the grant application for a walking trail to the Fawn Ridge Subdivision. The grant application is due May 4th.
- LaLonde Construction has been awarded the USH 10 Reconstruction project. At this time no dates have been set for the public hearing or for the preconstruction meeting.
- He continues to work on the new street banners.
- The 5 Year Park & Recreation Plan will be submitted to the City Council for approval.
- The next Redevelopment Authority Commission Meeting will be held on April 12th.
- He will be attending the Business After Five event to be held at Pribbernow Painting.
- The meeting that was held Shannon Full from the Fox Cities Chamber of Commerce to discuss the possibility of partnering with the Fox Cities Chamber of Commerce for economic development went very well. He felt it was a very beneficial day meeting with various business leaders and will follow up with her on this visit.
- He will be working with City Administrator Gosz on options for his replacement upon his retirement.

Tammy Koehler asked where the meeting with Shannon Full was “left at”. Mark Vechart stated it was more of a “getting to know you” meeting. He stated that partnering with the Fox Cities Chamber of Commerce will be a tremendous opportunity for Brillion. He feels partnering with the Fox Cities Chamber of Commerce will benefit the City of Brillion better, since he feels it is better organized. This is just his opinion. More meetings will take place in the future with other businesses in the City.

Gary Kabat asked if there is a place on the website where a business/individual can find out the events and progress of the USH 10 Project. Wayne Volkman stated not at this time.

SCHOOL DISTRICT UPDATE – NICK MADISON:

Nick Madison reported on the following:

- Gordy Gasch and Brian Horn have been elected to the Brillion School Board.
- As far as items affecting school issues, there have been a lot of changes in school accountability. Every school will now receive a score which will be based on certain criteria's. In August the Brillion School District will receive their scores.
- He recently attended a STEM Round Table meeting at Fox Valley Technical College. This meeting discussed what businesses and industries are looking for from students graduating from high school.

Nick Madison stated that he is not sure what will happen with schools that do not pass the State's scoring system. Mark Vechart suggested establishing a bench mark and going from there. Nick Madison stated the Brillion School District does not place emphasis on students attending a four (4) year college, since a college setting is not for every child.

- Regarding educator effectiveness, the State of Wisconsin will now rate teachers. Unfortunately, some teachers do not fit in that “box”. The criteria that the State of Wisconsin has set match what the Brillion School District already uses.
- With the proposed Recall Election, it is unsure if that will have an effect on collective bargaining, since there is no more collecting bargaining for the determination of payment for wages.
- He was recently elected to the Fox Valley Technical College Board of Trustees.

COMMITTEE REPORTS CONT:

1. Marketing/Branding Committee Update – Tammy Williams/Wayne Volkman:

A. Lunch and Learn:

Mark Vechart stated the next Lunch and Learn Program will be held in the fall.

B. Leadership Series – Dates:

Mark Vechart reported a Leadership Series will be held on Wednesday, April 18th at the Brillion High School. He stated he attended a Leadership Series in the past and it was very beneficial. With this program coming to the City, it is a great way for businesses/industries to take advantage of this with it being local and at a cost of only \$10 per person.

Mark Vechart encouraged those in attendance to attend one or all of the Leadership Series dates and take advantage of the information provided and support this type of program for our members.

Tammy Koehler stated we need to find a way to get more individuals to attending these types of programs. She suggested opening these programs up to other Chambers and doing some advertising on the program. Mark Vechart stated he will draft a letter to our Chamber members and Joy Buboltz will mail the letter and the flyer on the Leadership Series to them. He also suggested having an article in the upcoming Brillion News on the Leadership Series. Joy Buboltz stated she will contact Zander Press on that.

C. February 11, 2012 Wine & Cheese Event – Donation Amount:

Joy Buboltz stated she is still waiting for one more bill and one more donation. She will have the final amounts for the May Chamber Board meeting.

2. Business Recruitment Ad Hoc – Brad Grant:

No report.

3. Business After Five – Tammy F.:

Tammy Fischer reported the next Business After Five event will be held April 5th at Pribbenow Painting. She also reported another Business After Five event will be held in August at Hardware Plus. She also stated that she is currently working on the January event.

Tammy Fischer asked the members present if they have any ideas to increase the number of attendees at this event. This is the sixth year of the program. Mark Vechart suggested putting together a survey on a post card for feedback.

4. Web Site Committee – Status of Updates on Website – Eric Nies:

Joy Buboltz reported that Eric Nies was unable to attend this meeting, but sent her an email with the following report:

- He has updated the Gallery Page and the Board Member Page. He also added the ability to sort the Business Directory by industry. The last thing that he is working on is the Home Page with the resizing/shifting of some sections.

1:00 PM – Doug Neils left the meeting at this time.

5. Government Affairs Committee – Tom Kees:

Tom Kees presented to the Chamber Board the Executive Summary of the Police Adhoc Committee. He further reported that in 2008, a Resolution was passed to create a Police Adhoc Committee to review the Police Department to see if the City of Brillion is getting their money worth. These operations were studied for a year and a list of recommendations was established. Those recommendations were presented and accepted by the Brillion City Council.

Tom Kees explained the point of this study was to help with the effectiveness of the Brillion Police Department. Some of the recommendations the Adhoc Committee had couldn't be implemented due to collective bargaining, such as laying off a full time Police Officer and then hiring a Part time Officer to fill those hours. Approximately 96% of the Police Department's budget is for wages and benefits.

Tom Kees stated he feels the City Council has not reduced the number of Officers, but rather increased the number. He also feels the City will not fill vacant positions with Part time Officers, but rather Full Time Officers.

Mark Vechart noted the Police Contract Agreement the City has with the Village of Reedsville.

Rebecca Flanders questioned the Maintenance of Effort Law. Tom Kees stated that 2009 was used as a bench mark. Tammy Koehler asked if the Police Department's budget increased 16% each year or a total of 16% for two (2) years. Tom Kees stated a total of 16% in two (2) years; this is for the years of 2009 and 2010. However, the calls during that time decreased 16%. Nick Madison stated the Police Adhoc Committee did not want the City to "get rid" of anyone at that time, but rather through attrition. It was stated that no one would lose their job through this.

Tom Kees stated that he feels the City has taken no steps for efficiencies. Presently there are two (2) managerial positions and those positions are limited in using their hours to fill in for sick or vacation hours taken by the other Officers. Gary Kabat asked if the City is abiding by the union guidelines. Tom Kees stated yes. The City adopted the Executive Summary and passed this information on to the Protection of Persons & Property Committee at that time for implementation. However, the Protection of Persons & Property Committee no longer exists. The Committee of the Whole would now oversee this.

Tammy Koehler asked with this proposed resolution we would be saying to the City Council “remember” what recommendations were made. She also stated with this resolution the Chamber would be making a stronger statement to the City Council. Veit asked if this is being presented now due to the window of opportunity. Tom Kees stated yes. Tom Kees also stated it was discussed having open shifts of coverage in the City.

Joy Buboltz asked if the Chamber can act on this item since it was not listed on the agenda as an agenda item.

Motion – Tammy Koehler moved to send this presented Resolution to the City Council. Seconded by Kilgore. Call vote taken. Motion carried unanimously.

1:20 PM – Nick Madison left the meeting at this time.

6. Retail Trade Committee:

No report.

OLD BUSINESS:

1. Farmers Market – Project Report - Rebecca Flanders:

Rebecca Flanders reported on a survey she took on area Farmers Markets compared to our Market. She presented and explained the results to the Board. It appears that we have a good turnout of interested buyers and have a good location for our Market.

Rebecca Flanders reviewed the fee this Chamber charges for vendors compared to other communities. We charge \$15 for the whole season and the City of Oshkosh only charges \$6 for the year, but their receive a large donation from a local business towards their Farmers Market. Rebecca Flanders reported that right now she has the Farmers Market on Face book with 525 followers.

1:30 pm – Bill Veit left the meeting at this time.

Rebecca Flanders reported she will be working on forms for the Farmers Market using ideas from other communities. She reported she will also be working on a Calendar of Events for the Market.

2. Brillion Gateway Sign – South Sign – Update – Tammy Williams:

Item tabled.

3. 2012 Calendar Review:

Item tabled.

5. USH 10 Project – Update – Wayne Volkman/Joy Buboltz:

Motion – Tammy Koehler moved to allocate \$500 towards the USH 10 Road Construction project for signage. Seconded by Kilgore.

Motion – Tammy Koehler moved to amend her previous motion to stated \$500 to be allocated towards the USH 10 Road Construction Project for signage for current Chamber members only. Seconded by Kilgore. Call vote. Motion carried unanimously.

NEW BUSINESS:

1. First Dollar Presentation Guidelines – Mark Vechart:

Tabled.

2. Picture Taking at Chamber Events:

Tabled.

3. Speaker Request – Secretary of Administration Mike Huebscher – At General Membership Meeting:

Joy Buboltz stated she will check to see if Secretary of Administration Mike Huebscher would be available to speak at our June 6th General Membership meeting.

4. Request from Brillion Optimist Club – 2012 Electric Parade Float/Sponsorships/Banner Promotion:

Joy Buboltz briefly explained the request

Motion – Tammy Koehler moved to allocate \$350 donation to the Brillion Optimist Club for a customer banner to be created and carried in the Brillion Fest Parade. Seconded by Rebecca Flanders. Call vote. Motion carried unanimously.

5. Discussion on Promoting Chamber Held Events – Mark Vechart:

Tabled.

6. Brillion Gateway Sign – West Sign – Approve Cost to Install Electricity to Sign:

Motion – Tammy Koehler moved to approve the cost of \$5,244.27 to install electricity to the West City Sign. Seconded by Josie Kilgore. Call vote. Motion carried unanimously.

7. Next Meeting: May 2, 2012:

The next Chamber Board meeting will be held on May 2, 2012 at 12:00 noon.

ADJOURNMENT:

Motion – Gary Kabat moved to adjourn. Seconded by Rebecca Flanders. Call vote. Motion carried unanimously. The meeting adjourned at approximately 1:50 PM.

Respectfully Submitted

Joy Buboltz

Secretary/Treasurer – Brillion Chamber of Commerce