

**BRILLION CHAMBER OF COMMERCE
BOARD MEETING MINUTES**

January 9, 2013

Brillion Community Center

12:00 PM

CALL TO ORDER:

Past President Mark Vechart called the meeting to order at 12:00 PM.

ROLL CALL: Present were Tammy Williams, Bill Veit, Rob Jensen, Michelle Ruebl, Christina Kornetzke, Mark Vechart, Carrie Deiter (non-voting), and Joy Buboltz (non voting). Absent were Gary Kabat, Doug Neils, and Tammy Koehler.

GUESTS:

None.

APPROVAL OF THE AGENDA:

Motion – Michelle Ruebl moved to approve the agenda. Seconded by Bill Veit. Call vote taken. Motion carried unanimously.

APPROVAL OF MINUTES – DECEMBER 5, 2012 MEETING:

Motion – Jason Levash moved to approve the December 5, 2012 Chamber Board Meeting minutes as printed. Seconded by Michelle Ruebl. Call vote taken. Motion carried unanimously.

PRESIDENT’S REPORT:

No report.

SECRETARY-TREASURER REPORT:

Joy Buboltz presented the January 9, 2013 Secretary Report and the January 9, 2013 Treasurer Financial Report.

Motion – Rob Jensen moved to approve/accept the January 9, 2013 Financial Reports. Seconded by Jason Levash. Call vote taken. Motion carried unanimously.

COMMITTEE REPORTS:

A. Marketing/Branding Committee Update – Tammy Williams:

1. Lunch and Learn – 2013 Dates:

Tammy Williams stated the Marketing & Branding Committee is considering disbanding the Lunch and Learn Program due to the low attendance at the event. The Committee would like to continue with the Leadership Series and replace the Lunch and Learn Program with this Leadership Series. The Lunch and Learn Program can be looked at again in the future.

2. Leadership Series:

Tammy Williams reported the Marketing & Branding Committee will look at the Leadership Series once the Wine and Cheese event is done.

3. February 16, 2013 Wine & Cheese Event:

Tammy Williams reported tickets for the Wine & Cheese event went on sale on January 7th. To date there are 17 vendors for the event. Right now the Marketing & Branding Committee is looking for raffle items and for two (2) \$200 sponsors toward the chocolate fountain. She also reported that there will be wine and pub glasses available at this year's event.

OLD BUSINESS:**A. Brillion Gateway Sign – South Sign – Update – Tammy Williams:**

Tammy Williams reported the south City sign has now been installed. The sign is scheduled to be lit by next week. An easement will need to be completed with Steinfest Farms for the land where the sign is located, which is being worked on at this time.

Tammy Williams stated she will check in the spring if landscaping will be needed around the sign.

NEW BUSINESS:**A. Chamber President Position:**

Mark Vechart stated with Chamber President Tammy Koehler out on medical leave, the Chamber Board needs to approve an Interim President until Tammy Koehler can return. Rob Jensen stated he would be willing to serve as the Interim President until Tammy Koehler can return.

Joy Buboltz informed the Board that a President Elect needs to also be appointed. Christina Kornetzke agreed to serve as the Chamber's President Elect.

Motion – Rob Jensen moved to appoint Christina Kornetzke as the Chamber's President Elect. Seconded by Michelle Ruebl. Call vote taken. Motion carried unanimously.

OLD BUSINESS CONT.:**B. Proposed 2013 Budget – Mark Vechart/Joy Buboltz/Tammy Williams:**

Mark Vechart questioned the \$500 budget in the Chamber Bucks account. Joy Buboltz explained with the change in the Chamber Bucks policy it is hoped the \$500 will cover the expenses with the Chamber Bucks. Jason Levash questioned if revenue amounts will be placed in the proposed budget. It was explained the Chamber looks at the previous year's revenue and works on the operating expense budget with previous year's revenue amounts. That is why the Regular Chamber Member dues were raised for 2013.

Jason Levash asked if the Board has any information on the Annual Chamber Golf Outing. Rob Jensen explained the Golf Outing Committee may be looking at going to a different golf course if the golf course in the City does not open before then.

12:29 PM – Tammy Williams left the meeting at this time.

Motion – Bill Veit moved to approve the proposed 2013 Chamber Budget. Seconded by Jason Levash. Call vote taken. Motion carried unanimously.

B. Business After Five – Next Event – January 17th - Touch of Tranquility - Tammy F.:

No report.

C. Web Site Committee – Eric Nies:

No report. Joy Buboltz stated she is waiting to hear from Rebecca Flanders before having Eric Nies create a Farmers Market tab on the Chamber website.

Rob Jensen suggested the vendors of the Farmers Market become Associate Members of the Chamber.

D. Government Affairs Committee – Tom Kees:

No report.

E. Business Recruitment Committee – Brad Grant – Fox Cities FIRED UP TEAM – Possible Donation:

No report.

F. Retail Trade Committee – Mike Buboltz – More Committee Members:

No report.

NEW BUSINESS:**B. 2013 Calendar Review:**

Joy Buboltz presented the Chamber's 2013 Calendar for review.

C. Next Meeting Date – February 6, 2013:

Mark Vechart stated the next Chamber Board meeting will be held on Wednesday, February 6, 2013.

OLD BUSINESS CONT.:**C. Shopko's Request – Letter to DOT to Reduce Speed Limit on USH 10:**

Joy Buboltz reported that Shopko informed her they have no new information on this topic at this time.

D. Community Development Director Position Update/Survey – Tammy Williams:

Mark Vechart stated that Tammy Williams would like to schedule a meeting with Shannon Full on this. Joy Buboltz informed the Board that the City of Brillion has changed the position description for the City's Community Development Director position.

CITY UPDATES/COMMUNICATIONS:

Joy Buboltz reported on the following:

- The City of Brillion will be advertising for the Community Development Director position with applications due by February 8th. Joy Buboltz will have City Administrator Lori Gosz contact Rob Jensen on this position.
- City Administrator Gosz and Police Chief Alloy met with a representative from the WI DOT and a representative from Senator Lasse's office regarding the speed limit on USH 10. The City was

informed that the State of Wisconsin is not opposed to reducing the speed limit along USH 10, but needs to conduct a study first to support their request for reducing the speed limit. The study is scheduled to be done in April, before the end of the school year.

The Chamber Board suggested sending a letter to the City in support of reducing the speed limit along USH 10. This item will be placed on next month's agenda.

SCHOOL DISTRICT UPDATE – NICK MADISON:

Carrie Deiter, Brillion Elementary School Principal, reported that the Board of Education will be going ahead with a referendum on the Spring April ballot regarding the K-8 Building. She explained with the renovation there will be the creation of a central office at the entrance, the construction of a new commons area for the students, the renovation of the locker rooms and cafeteria, and heat and electrical updates. If the referendum is approved, she is not sure when construction would then start.

Carrie Deiter asked the Board if they would be willing to meet at the Elementary School at one of their future Board meetings and if they would be willing to take a tour of the facility. Rob Jensen asked if the tour would be for informational purposes. Carrie Deiter stated yes.

The Board discussed meeting at the Elementary School at its February 6th meeting.

ADJOURNMENT:

Motion – Rob Jensen moved to adjourn. Seconded by Christine Kornetzke. Call vote taken. Motion carried unanimously. The meeting adjourned at 1:03 pm.

Respectfully Submitted

Joy Buboltz, Secretary/Treasurer – Brillion Chamber of Commerce