

**BRILLION CHAMBER OF COMMERCE  
BOARD MINUTES**

**April 19, 2017**

**Brillion Elementary School**

**12:00 PM**

**1) CALL TO ORDER:** Jennifer Kolberg called the meeting to order at 12:08 PM.

**ROLL CALL:** Present were Jennifer Kolberg, Jennifer Schmidlkofer, Linda Alger, Shannon Shinsky, Cheryl Welch, Doug Neils. Also present were Karen Novy, Jason Ruebl and Nick Madison as non-voting members. Absent was Wendy Allen, JoAnne Moehr, Tim Hanson, and Lori Gosz. Chamber member invite was not present.

**2) APPROVAL OF THE AGENDA:**

**Motion** – Doug Neils made a Motion to Approve the Agenda. Seconded by Cheryl Welch. Call vote taken. Motion carried. Agenda Approved.

**3) APPROVAL OF MINUTES –March 2017 Minutes.**

**Motion** – Doug Neils made Motion to Approve Minutes. Seconded by Shannon Shinsky. Call vote taken. Motion carried unanimously.

**4) PRESIDENT’S REPORT: Jennifer Kolberg:** Jennifer reported that she presented the 1<sup>st</sup> Dollar Award to SOS. She also mentioned that she received an e-mail from Mary Kohrell, Community Economic Development Director requesting the Chamber’s help promoting the small business counseling program. The board suggested placing their information in the future new business welcome packets and possibly a link to their website. Jennifer will pass this information on to Mary.

**5) SECRETARY-TREASURER REPORT:**

Karen Novy presented April Secretary’s report and March’s Treasurer Financial Report. Savings \$19663.86; Chamber Bucks \$123.24 and PayPal Acct. 2367.14

**Motion** – Doug Neils made a motion to approve the Secretary & Financial Reports. Seconded by Jennifer Schmidlkofer. Call vote taken. Motion carried unanimously.

**6) COMMITTEE REPORTS:**

Karen Novy mentioned that she sent out committee member information to those board members that are committee chairman.

**A. Retail Committee:**

**a. Retail Committee:** (Board liaison Doug Neils): Doug spoke with Kim Simmons and she will talk to a few other people to see if they want to be on the committee.

**b. Shop Local/Coupon Book:** Karen Novy mentioned that chamber members are calling for more books. It was suggested that books should be dropped off at the library and community center. Karen Novy will also contact the Optimist to make sure it will be ok to pass out the books before the parade. It was suggested that volunteers handing out the books should be in a chamber t-shirt (that they would have to purchase because it is not in the budget). Linda Alger will contact New Hope and Karen Novy will contact Bullseye and receive t-shirts quotes. Karen will also send out an e-mail asking if any of our chamber members would like to volunteer.

**c. Chamber Bucks:**

**B. Membership Committee:** (Board liaison Joanne Moehr). Karen Novy was waiting to hear back from Doug Buboltz regarding two possible members for this committee.

**C. Website Committee:** Keith Krepline did not show up at the meeting that Karen Novy made. Will try April 29.

**7) NEW BUSINESS:**

**A. Next Meeting:** The next meeting will be held at the Brillion Public Library and food by M & P Smokehouse at noon.

- B. Invite Chamber Member to Meeting:** Terry Meetz from Custom Plating was going to be out of town and the manager from Dairy Queen mentioned that he would try to attend, but didn't.
- C. After 5 Social Event:** Karen Novy reminded everyone that the State Bank of Chilton's program is May 17<sup>th</sup>. And Bakkheia's in summer.
- D. Beer Wine & Cheese Committee:** Karen Novy received a request to spend this year's money on additional snowflakes for Highway 10. Karen Novy mentioned that the profit is \$5395. There was discussion that 15% of this profit would be used for unforeseen expenses and administrative fees. The balance of \$4585.75 would be used for the purchase and electrical expenses of the snowflakes. Karen will contact Kris Bastian and pass along the dollar amount. They wanted to purchase these snowflakes this month so that they could receive the 20% discount.
- E. Golf Outing:** Karen Novy mentioned that she scheduled a golf meeting and only had one person attend. She is scheduling another meeting for April 29.
- F. Lakeshore All Sports Adv:** Karen Novy explained that the contact for the Lakeshore All Sports publication called and wanted to sell us an adv congratulating Eric Kittel. His deadline was March 31<sup>st</sup> so he placed the adv. anyways even after Karen Novy mentioned that it had to have board approval and the meeting was April 19. The board did not pass the purchase of the adv.
- G. Updated 2017 Calendar:** Karen Novy updated the 2017 calendar due to changes in the chamber membership, etc.

## 8) OLD BUSINESS:

- A. Review By-laws, Budgets and Audit Accounts including Payroll:** The updated Bylaws were sent out to all board members.

**9) RDA: - Cheryl Welch-** Cheryl Welch shared information regarding the Brillion Iron Works. Economic Development shows that this property could be used as a multi-use if the realtor can't sell as is. Once the property is changed the DNR will want to come in and tests. The RDA will help any future buyers. She also shared that a large amount of the land is on wetlands and that the city does own property adjacent to BIW. The city has a code in place that a permit has to be obtained before any change to the property happens.

In regards to the downtown, there are two feasibility studies going on that should be completed by the end of the month. Meetings are open to the public.

## 10) CITY OF BRILLION: - Lori Gosz – N/A

**11) SCHOOL DISTRICT UPDATE: – Nick Madison-** Nick Madison stated that Ariens & Endries has donated \$800,000 (half of the \$1.6 million) towards the school's Exploratory Facility and remodel. This facility is one of the 1<sup>st</sup> in the country. It is curriculum based; next generation of science standards, geared towards engineering. Nick gave us a tour of the facility.

**ADJOURNMENT: Motion** Linda Alger moved to adjourn. Seconded by Doug Neils. Call vote taken. Motion carried unanimously. The meeting adjourned at 1:28 pm

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