

**BRILLION CHAMBER OF COMMERCE  
BOARD MINUTES**

**September 20, 2017**

**Village Hearthstone**

**12:00 PM**

**1) CALL TO ORDER:** Jennifer Kohlberg called the meeting to order at 12:20 PM.

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

**2) APPROVAL OF THE AGENDA:**

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

**3) APPROVAL OF MINUTES –July 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 Kohlberg: Presented the 1<sup>st</sup> Dollar Award to KOR. Jennifer also suggested that the website section of board members should be updated.

**5) SECRETARY-TREASURER REPORT:**

Karen Novy presented August Secretary’s report and July’s Treasurer Financial Report. Savings \$16,250.95; Chamber Bucks \$503.24 and PayPal Acct. 827.15

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

**6) COMMITTEE REPORTS:**

**A. Retail Committee:** (Board Liaison Doug Neils):

**a. Shop Local/Coupon Book:** No Update

**b. Chamber Bucks:**

**B. Membership Committee:** (Board Liaison Joanne Moehr). Karen Novy delivered the remainder of the coupon books. Joanne Moehr plans on using them in a packet to be given to new teachers in the area.

**C. Website Committee:** (Board Liaison Karen Novy) Still waiting for results from Keith Krepline. Shannon Shinsky suggested we should look for another person, but it is not easy to find volunteers.

**7) NEW BUSINESS:**

**A. Next Meeting:** The next meeting will be held at Cobblestone on Wednesday October 18, 2017 at noon.

**B. Invite Chamber Member to Meeting:** N/A; Bob Endries was invited and placed on the agenda but with such a low turnout at this meeting it was determined to have a separate meeting at the school and is now scheduled for October 4, 2017.

**C. After 5 Social Event:** Karen Novy mentioned that Brillion Power Equipment may possibly have one in fall but have not heard from Mike Bubolz yet. Doug Neils said that he will contact Mike.

**D. Brillion Homecoming:** We were in need of 3 judges so Shannon Shinsky, Jennifer Kohlberg and Tami Gasch has volunteered again this year to judge the Homecoming windows and boards. Karen Novy passed out all the paperwork and mentioned that the judge forms must be turned into her by next Thursday.

- E. Fall Banquet:** Karen Novy reviewed the invite and the board agreed to keep the same menu as last year but to change the times back to what we had in the past. Cocktail hour will be 5, eating at 6 and entertainment to start around 6:45.
- F. 2018 Budget, raise and compensations: This was tabled to next meeting in October**
- G. Membership 2018 mailing (with Banquet invite and coupon book):** The board agreed to keep the membership dues the same again for 2018. Doug Neils asked if there is a reduced fee for new members. After some discussion it was brought to a vote that all new members will receive a discount of half of their membership for the first year. Karen Novy was also going to invite KOR to the Fall Banquet. Doug Neils also mentioned that for any person willing to serve a term on the Chamber board that their business would receive a 50% discount. Doug Neils made Motion to Approve Minutes. Seconded by Tim Hanson. Motion carried.
- H. Board Member Nominations:** Karen Novy reviewed the board member list with their dates of the term completion. We are needing 4 members to replace Jennifer Kohlberg, Wendy Allen, Cheryl Welch, and a vacancy. Jennifer Kohlberg stated that she will run for another term. Jennifer Kohlberg also mentioned to Karen Novy to talk with Jennifer Schmidkofer about being the President next year. Tim Hanson brought up the idea about changing the hours for the board meetings and Doug Neils suggested that at the beginning of the year this should be brought up with the new board members. Aaron Kabat, and the Zanders were people recommended for board members. Karen Novy will go back and review the Chamber surveys from last year to make sure we did not miss anyone. She will also send an e-mail for board member requests.
- I. Chilton Chamber Directory:** Karen Novy brought in a copy of the Chilton directory. Linda Alger will look into it further regarding who is all in it and how often it is printed.
- J. Chilton Chamber Parade of Lights:** Karen Novy received a flyer regarding this event, participating and or advertising. Upon further discussion it was determined that the Chamber will not participate.
- K. Beer Wine & Cheese monetary request:** The request was from Dana Hoyer for money to be used for fall flowers and evergreens in the planters on Main Street. The board had questions and found the request as vague (which planters and how much is needed) but agreed to allow \$250 to be used towards this project. We will need a receipt.

**8) OLD BUSINESS:**

**A. Review By-laws, Budgets and Audit Accounts including Payroll:**

**9) RDA: - Lori Gosz-** Not available.

**10) CITY OF BRILLION: - Lori Gosz –** Not available

**11) SCHOOL DISTRICT UPDATE: – Nick Madison-** Not available

**ADJOURNMENT:** Jennifer Kohlberg stated that it was not necessary to have a motion to end the meeting unless the meeting was not completed. The meeting adjourned at 1:23 pm

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