

## 2018 Minutes ~ Chamber of Commerce

### Chamber Meeting Minutes from 12/13/18

Held at : Nurse Practitioner Health Services (NPHS)

All Stood from Pledge

President Heidi Called meeting to order.

All present signed in and introduced themselves.

Treasurer read the report for both November and December. Total funds for Oct. \$5,746.06. Donation given by Circle K Campground of \$400, 2 1 New Members DognVests

Total Funds for November \$5493.07, Expenditures \$75 for Halloween Pole Decoration Winner, \$339.03

Holly Deback Soc Media & Halloween Exp, \$35 Heidi's' Hobbies L hale broth celebration of life, and \$54

USPS annual P.O. Box rent

New members signed up for November: Fellowship Bible Church and Wilson sporting

Motion to accept Treasure report given by Ed Dionne Second by Donna Johnson

Secretary report read by Coleen, Ed Dionne Motion to accept the minutes, Denise Derry 2nd

Old Business: Discussion and decisions regarding purchasing advertising in Jefferson Guide. The advertising for Palmyra page was on the Palmyra history and Kettle Moraine and highlighted our amenities. We have till Jan 6th to decide and give an article. Cost for 1 page \$575. Was asked if we should have a QR code included on our page to direct our Viewers to the Chamber of Commerce website. Holly will check to see if we can get it created. Also need to have the URL included as some people do not have a smart phone. Donna Motioned to have the article same size as last year, 2nd by Holly, all in favor Yay... No one disagreed. Passed.

New Business:

Voting for New Secretary and President

Coleen Dionne was nominated for Secretary but can only do this for 6 months off season of the campground, unless all the meetings in the Summer months are at the pool at Circle K Campground.

Paul motioned to close nominations for secretary and holly 2nd, All in favor – all Yays. No Nays

President nominations,

Paul Holt was nominated, Declined

Sandy was Nominated, Declined

Heidi Nominated and accepted, Paul Holt motioned to close out nominations and to vote Heidi as President, Holly 2nd, all in favor YAY, no Nays

Membership Renewals start Jan 1st thru Mar 31st. Lynn Marie usually sends out email in the past, Heidi will talk with Lynn Marie. Once we have the Form, Coleen has volunteered to send out all the renewals to the business, as long as she has the email addresses.

Parade Follow-up

12 entries - will fine tune with Lioness and have a rain date. It was a decent turnout. Deb Ball Insurance won 1st place, Boys scout won 2nd place. Donna will check to see if there is any pictures of the parade, and send them to Holly to place on the Website. Squiddy's had their opening, it was an awesome parade.

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## Car Show Follow-up- Nine years tradition

Need volunteers this coming year. This is one of our main fundraisers, 2nd is membership. Holly and Heidi will help manage this event as the 2 Lori's are stepping down. We will need volunteers to collect donations. There will be no silent auction this year, it will be a raffle instead. Considering adding pancake breakfast, vendor or swap meet to this event. Holly and Heidi will be calling to help with getting volunteers to help with the different venues. Chamber of Commerce to determine prices for vendor tables.

## Other Business

Put link on Websites for Hazardous waste dates and times – Jefferson County

Thank you, card was received from Lori Hale for Flowers, asking for continued prayers for their family Michelle Holt from DognVests stated they will have their open house on Jan. 11th between 5pm and 10 pm. At W383 Carlton Trail, Palmyra, WI 53156. RSVP to: Info@Dogsinvests.org

Place of next meeting Location:

Cornerstone Palmyra Bowl

300 W Main Street

Palmyra, WI 53156

Coleen Motion to close the Meeting, Heidi 2nd

See you next month Jan 10th.

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## **Chamber of Commerce Meeting Minutes from 11/8/18**

All Stood from Pledge

President Heidi Called meeting to order.

All present signed in and introduced themselves.

Treasurer was not present, so there was a motion to hold Treasure report until next meeting given by Paul Holt and 2nd by Ed Dionne.

Secretary report read from Holly – A motion for the \$1000 scholarship to be split by \$500 for School Scholarship and another \$500 allocated to other community-based needs was accepted by Ed Dionne and 2nd by Michelle Holt.

New Business: John Degaff was introduced to talk about internships from UWM Whitewater. Several handouts, and Business cards handed out. Internships can be done via College credits or paid at \$10 to \$12 per hour students required to work 15-20 hrs. per week (Minimum 150 hours for 3 Credits). He talked about the awards he received, Marketing benefits for your company. If you want more information, please call Sharon Roy – UWM Marketing Department Internship Coordinator@ 262-472-5470 or Email [Roys@UWW.EDU](mailto:Roys@UWW.EDU) Also mentioned join the Mixers at the Innovations Center at UWM Whitewater, everyone welcome.

Halloween parade was fun, had record #'s, Showed Snoopy movies, handed out Candy, Weather was Great. Feed Back was to expand the program.

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Brought up purchasing Advertising in Jefferson Guide, a decision need to be made by the end of this year whether to expand from 1 page to 2 pages due to all the new business in Palmyra to have the room. The chamber has increased to 54 members. Do we want to spend the extra money on another page, cost is almost doubled if we go to 2 pages? Suggest tabling the discussion for December's meeting.  
\* Holly and Heidi will work on the ad for next meeting.

Christmas Parade plans: Holly announced the parade will be on December 1<sup>st</sup> At 5 pm Lioness has chili at Squiddy's. Decision was made to Create a float with Christmas trees and presents, no animals. Holly motion to do the same float as last year, Coleen Dionne 2nd. Please come out to Heidi's house N2356 Cnty rd. E 5 pm, to help decorate the Float, Paul Holt will be donating a trailer for the float 8 x 10 snowmobile trailer, and if that doesn't work out, Ed Dionne will furnish 16 ft trailer for the float, we will fill in with Chamber people on the float.

Lioness Pole won the Halloween decoration, they received \$75 and Imported from Hungary, Bottle of Wine compliments of Circle K Campground (Coleen & Ed Dionne).

Holly motioned to take \$75 from the budget to buy Fall decorations and decorate a light pole from the Chambers of Commerce. Ed accepts the Motion, and Paul Holt 2nds. All in agreement.

Everyone loves the Christmas lites on the poles and Trees, it is hard to get volunteers to help with the lites every year, would like to look into hiring someone to decorate for the holiday season and take it down. Other communities that do this pay around \$500 to do this. Heidi will be sending out an email for volunteers to help decorate the last of the Holiday poles in Palmyra. Ed Dionne and Paul Holt have volunteered to finish up the Lights, will need more volunteers to have this go faster.

Holiday Bazaar is November 17th, 2018

Next meeting Location: NPHS

Masonic Home

125 N 3rd Street Suite E

Palmyra, WI 53156

Paul Holt nominated NPHS for Dec – Jan Spot Light, Coleen Dionne 2nd, Motion 410-8925 passed

Paul Oehrke Motion to close the Meeting, Heidi 2nd

See you next month Dec 13th

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### **Chamber of Commerce Meeting Minutes from 3/08/18**

Stand for pledge President called meeting to order.

All present signed in and introduced themselves

Treasurer's report read motion passed to accept

Secretary's report read motion passed to accept

OLD BUSINESS:

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1. Spotlighted business for March is First Citizens State Bank 2. Ad to be placed in WI Biker guide for Harley Davidsons 115th year tabled until April meeting. 3. Pay raise for social media coordinator tabled until survey results.

NEW BUSINESS: 1. Angela Villela was a guest speaker. She discussed Healthy Community Network which includes helping with free meals on Easter. Will be sending out an introductory letter week of March 12th. Passed out fliers which are posted on Chamber web site. 2. Spotlighted business for April will be Wings-n-Things 3. Chamber member satisfaction survey was sent out to all members, active and inactive. Results were reviewed by Donna Tronca and presented to the membership. The recommendations included setting up small groups to review the findings and bring back to Chamber at next meeting. A motion was made and passed to table any large spending until next meeting with the exclusion of \$1000 scholarship for this year. 4. The winners of four \$50 gift cards (donated anonymously) for filling out chamber survey are Lynn Marie and Rick Ball, Gwen Griffin, Holly deBack and Cherie Drays 5. Motion made and passed to table 2019 scholarship until further discussion. 6. Name of "Street Dance" to be changed to "Party in the Park". Motion made and passed. 7. \$400 two page ad to be placed in Blue Spring Lake Ski Club Booklet with names of all chamber members. Motion made and passed. 8. Peggy Cappel to research bylaws and report back to chamber at April meeting. Meeting adjourned

Date of next meeting 6:00pm April 12th

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### **Chamber of Commerce Meeting Minutes from 2/08/18**

Stand for pledge

President called meeting to order.

All present signed in and introduced themselves

Treasurer's report read motion passed to accept

Secretary's report read motion passed to accept

OLD BUSINESS:

1. Spotlighted business for February is Clean Mats 2. Reminder Christmas lights to be taken down by March 10th 3. Send any tributes about Terry Burrington to Heide

NEW BUSINESS: 1. Spotlighted business for March will be First Citizens State Bank 2. Discussion on ad for Discovery magazine. Ad was passed around to be proof read by members. Chamber to set guidelines of businesses to be featured. Motion passed to place ad. Heidi will email more info out to members. 3. Chamber member satisfaction survey to be sent out to all members, active and inactive. Results to be reviewed by the board and presented to the membership with recommendations. 4. Discussion on chamber by laws dated 2014. Julie will work on budget guidelines and discuss at next meeting. 5. Social media coordinator for the Chamber, Jennifer passed out info about the chamber website and Facebook page and how to best promote your businesses. Pay raise for this position tabled until after survey info is collected. Meeting adjourned

Date of next meeting 6:00pm March 8th

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## **Chamber of Commerce Meeting Minutes from 1/11/18**

Stand for pledge

President called meeting to order

All present signed in and introduced themselves

Treasurer's report read and motion to accept passed

Secretary's report read and motion to accept passed

Old Business:

1. Spotlighted business for December was Taft Square. Spotlighted business for January to be Heidi's Hobbies. 2. Donation bins collection total to date is \$628.90. Total cost of LED lights \$2580. Standard process donated \$1260. Rest to be paid by chamber. Thank you to Rick Martin for all his hard work on this. 3. Chamber dues-Lynn Marie Ball sent out reminders to businesses about dues owed by March 31st.

New Business:

1. Spotlighted business for February will be Clean Mats. 2. Position of Vice President will be Holly DeBack from Marketing Solutions by Holly, and treasurer will be Juli Miller from First Citizens State Bank. Motion passed to accept. 3. \$500 to be paid to the band Off the Record for the street dance on Saturday May 26th of Memorial weekend. Motion passed. 4. Motion passed to give the village of Palmyra \$100 for electricity usage of Christmas lights. All lights to be taken down by March 10th 5. Brief discussion of small business development meeting held on January 9th. Grant was given so that 23 businesses from Palmyra will be given opportunity for one on one mentoring free in the areas of marketing etc. 6. Discussed setting up smaller committees with a go-to-person to be in charge of Chamber events such as car show and street dance 7. Meeting adjourned, motion passed

Date of next meeting 6:00pm Thursday Feb. 8<sup>th</sup>