

West Union Chamber of Commerce

Board of Directors Meeting

MINUTES—July 16, 2013

Members Present: Jenni Elsbernd, Melody Patrick, Bridget Parker, Laurie Krueel, Robin Martin, Judd Swenson, Bill Ziegler, Jerry Blue

Meeting was brought to order by Bridget Parker, at 7:05am at the West Union Chamber Office.

Approval of Agenda

- Motion made by Laurie, second by Robin. All in favor, motion carried.

Approval of Minutes

- Laurie motioned for the approval of the June minutes. Second by Robin, all in favor motion carried.

Financial Report

- Bank balances as of 07/09/2013 are \$5,156.04 in checking, \$7,574.33 in savings and \$3893.79 in fireworks fund. Motion to approve financial report made by Laurie, second made by Jenni. All in favor, motion carried.

Committee Reports

- Retail
 - Meeting to take place on Thursday. Punch card promotion will be discussed.
- Membership
 - New member has joined from Fayette.
- Building
 - Geothermal—No update.
 - Downstairs Improvements—Dessel's has most of the carpet installed. Will be completed soon.
 - Facade Master Plan—Melody reported that at the last meeting it was discussed that contractor bids may come back higher than anticipated.
 - Rain Garden—Rain barrel still needs to be installed. This needs to be done soon.

Old Business

- Fourth of July Recap
 - If we want to expand on the inflatables, we will need to book them this fall for the 4th. When we contacted them this year, a lot of the stuff we wanted was already booked. Band should also be booked in the fall.
 - Thank you ad in the Union was very nice!!
 - Donation to the Rec Center will be given.
- Board Member Needs—Still in need of 3 board members!
- Homecoming Collaboration—this will be put on-hold until new staff is in place.

New Business

- I-Jobs Account Audit—Bridget and Bill have agreed to take care of this for the Chamber.
- Staff Needs & Suggestions
 - Board discussed the staffing needs. Board agreed to a position of 20 hours/week with scheduled office hours. Bill and Bridget are willing to assist in training new staff.
 - Phones/Visitors—Bill and Bridget will also take phone calls and attend to visitors if needed.
 - Details of help wanted ad were discussed. Jenni and Melody agreed to be on the hiring committee. Jenni will put a help wanted ad together and email it out to the rest of the board for suggestions. Ad will be in next week's local papers. Applications will be taken until August 9th.

With no further discussion, meeting was adjourned at 8:35am.

Next Board Meeting: August 13, 2013.

Respectfully Submitted, Jenni Elsbernd, Secretary