

## West Union Chamber of Commerce

Board of Directors Meeting  
MINUTES—August 14, 2012

**Members Present:** Jenni Elsbernd, Melody Patrick, Judd Swensen, Bob Vagts, Ryan Hoey, Bridget Parker, Brent Parker

Meeting was brought to order by Melody Patrick, Vice President, at 8:04am at the West Union Chamber Office.

\*The meeting began with Melody presenting a letter of resignation from Board President Lisa Miller. Ryan made a motion to accept the resignation of Lisa Miller from the West Union Chamber of Commerce Board of Directors and appoint Melody Patrick as acting President along with removing Lisa from having access to all Chamber bank accounts including: First National Bank-Checking account #654701, Savings account#1012479, Fireworks account #128554, I-Jobs account #128589 and Kerndt Brothers- Construction loan and mortgage. Second by Brent; all were in favor, motion carried.

### **Approval of Agenda & Minutes:**

- A motion was made by Ryan to approve the agenda along with changes and to approve the meeting minutes from the May 14, June 5, June 19, July 2, and July 10 meetings. Second by Judd; all in favor motion carried.

### **Financial Report:**

- **Account Balances**  
Bank balances as of 08/13/2012 are \$4,126.97 in checking, \$3,582.25 in savings and \$3,961.69 in fireworks fund. Bridget reported that a big property tax payment will need to be paid soon and this will increase next year because of the increased value of the building. Any finance questions, please let Bridget know. Motion to approve the financial report made by Ryan, second by Judd. All in favor motion carried.
- **Construction Loan and Costs**  
Decks have been installed at all entrances. Payment needs to be made to Kevin Brockway. Parking and geothermal are left to be completed. Motion was made by Brent to move forward with parking and geothermal plans, second by Ryan. All in favor, motion carried.

### **Committee Reports:**

- **Retail**
  - Fall Open Houses planned for October 12 & 13. Holiday Punch Card promotion is being planned and will take place November 7-December 24 with 6 weekly drawings. Hoping to have 30 businesses participate. Advertising will not include a billboard this year but will instead utilize signs that can be reused from year to year. Holiday Open Houses are planned to take place on November 16 & 17.
  - NF Homecoming Parade. The school would like to collaborate with Main Street and the Chamber on their annual parade. Parade is planned to take place on Thursday, October 11<sup>th</sup>. Bridget will let board know when next planning meeting is to take place with the school.
- **Membership**
  - No updates
- **Review Newsletter/Calendar**
  - Board commended Bridget on a job well done!

### **Old Business:**

- **Building Update**
  - Decking—Done.

- Downstairs lighting—Ryan will contact Chapman Electric. Ryan will send quotes to the Board via email to be voted on.
- Parking lot—Ryan has attempted numerous times to talk to Alice next door. He will try one more time.
- Rain Garden—Waiting on designs that need to be completed by contractors.
- Façade Grant—Bridget with check with Robin.
- Signs for Downstairs Businesses—Businesses would like a place to rehang their signs. Ryan will look into options. Motion to approve a permanent fixture on the building for renter signs was made by Brent, second by Judd. All in favor, motion carried.
- **Playin' in the Plaza**
  - August 29<sup>th</sup> the Chamber is sponsoring Fusion to play at the Plaza. Bridget encouraged all board members to plan on attending.
- **Business Spotlight**
  - NAPA will be approached to be featured as the next spotlight.
- **After Five**
  - K & K Gardens hosted this month. Historical Society will host in September and the Chamber in October.
- **New Board Members**
  - With the resignation of Lisa Miller, the board now has four open positions that need to be filled ASAP. With the shortage of Board Members, the board may have instances where email may need to be utilized in order to get a quorum.
- **Strategic West Union Meeting**
  - Taking place on Tuesday, August 21 at 6:30am at Palmer Lutheran Health Center. Please plan on attending.
- **Appliances for Upstairs**
  - Board agreed to replace the oven first and then replace the refrigerator in November/December. Brent made a motion with a second from Ryan. All in favor, motion carried.
- **Fireworks Signage for Bins**
  - Ryan agreed to talk to Bemiss' to get new signs printed.

#### **New Business**

- **Geothermal Report (Melody)**
  - In order to participate, a letter of intent must be presented to the City. Motion to move forward with the LOI was made by Ryan, second by Judd. All in favor, motion carried.
- **Miss West Union/Fayette County**
  - Kayla was awarded Miss Fayette County! She will serve as both Miss West Union and Miss Fayette County congruently.
- **Hotel/Motel Tax & Local Option Sales Tax Presentation to City Council**
  - Bob shared with the Board that the Chamber could be eligible to receive an extra \$250 per quarter totaling an extra \$1,000 a year. He encouraged the Chamber to represent themselves at the September 4<sup>th</sup> meeting at City Hall. Melody agreed to attend for the Chamber.
- **Trick or Treating**
  - Board set the date for Trick or Treating for Wednesday, October 31<sup>st</sup> from 4:30-7:00pm.

With no further discussion, meeting was adjourned at 9:43am.

**Next Board Meeting: September 11, 2012.**

Respectfully Submitted, Jenni Elsbernd, Secretary

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