

West Union Chamber of Commerce

Board of Directors Meeting

MINUTES—December 10, 2013

Members Present: Jenni Elsbernd, Laurie Kreul, Ryan Hoey, Melissa Fagle, Robin Martin, Judd Swensen, Melody Patrick

Meeting was brought to order by Melody Patrick, at 5:45pm at the West Union Chamber Office.

Approval of Minutes

- Motion made to approve minutes was made by Laurie and a second by Judd. All in favor, motion carried.

Financial Report

- Bank balances as of 12/05/2013 are \$3,125.76 in checking, \$2,575.93 in savings and \$4,562.64 in fireworks fund. Membership money is coming in.
- Motion to approve financial report made by Laurie, second by Robin. All in favor, motion carried.

Committee Reports

- Retail
 - Next meeting planned for January 9 at 7am.
 - Holiday punch card promotion is underway. Melissa will be ordering more cards as supply is already low.
- Community Awards Banquet
 - Event is planned for Sat., January 18. Tickets go on sale on 12/16.
 - Theme for the event is “The Stars and Stripes of our Community”.
 - Nominations requests have been sent out. Board will meet on Friday January 3rd @ 7:15am to vote on winners. Melissa will email nominations out to the board so they have time to review them prior to the meeting.
- Membership Campaign
 - 2014 campaign is underway. Board members need to be talking to business if they haven’t already. If you need more packets please let Melissa know.
- Building
 - Geothermal—coming along and being installed.
 - Judy Heyer’s rent will be at a 50% discount during the months that geothermal is being installed as it will greatly disrupt her workflow. A motion was made by Ryan to give her 2 months at 50% off her rent cost, second by Laurie. All in favor, motion carried.
 - Rain Barrel & Gutter—Ryan will make sure it is winterized.

Old Business

- Board Member Needs—Melissa shared a list of possible board members. Some on the list have already committed. New members will be asked to attend January meeting.
- I-Jobs Account Audit—Bill from Shaffer Co. was reviewed. Motion was made by Ryan to pay the bill with a second from Jenni. All in favor, motion carried.
- City Council Meeting—Melody attended for the Chamber and said it went well.
- Festival of Lights—Was a good event with a great turnout.
- Santa Mailbox
 - Is going well and has been great PR for the Chamber!

New Business

- By-Law Change
 - A motion was made to change the by-laws, as discussed in previous meetings and via email, by Laurie with a second from Robin. All in favor, motion carried.

- 2014 Rental Contracts
 - Board will leave all contracts the same in 2014. The upstairs rent will be reevaluated in May 2014.
- 2014 Budget
 - Will be determined at January meeting.
- Office Hours
 - To accommodate Melissa's winter schedule, winter office hours for the Chamber will be Monday, Wednesday, and Thursday from 10am-4:30pm. Melissa will email this out to Chamber members and post it in the office.

Motion to adjourn was made by Ryan with a second by Laurie.
With no further discussion, meeting was adjourned at 7:05pm.

Next Board Meeting: January 8, 2014 at 8:00am.

Respectfully Submitted, Jenni Elsbernd, Secretary