



MAIN STREET/CHAMBER MINUTES
February 9, 2016

Present: Bob Sadler, Mike Johnson, Tonya Tysland, Carolyn Weber, Jane Blumhagen, Melody Patrick, Amie Johansen, Kevin Baumler, and Brandy Burgin.

Absent: Amy Christianson, Allison Rose, Jason Knox, Patrick Ritter, Carolyn Havenstrite, Gail Hackman, Travis Elliot

1. Meeting was called to order at 7:02a.m. February 9, 2016, by President Bob Sadler.
2. Motion was made by Mike, seconded by Jane, to approve the agenda as presented. All Aye. Carried.
3. Motion was made by Tanya, seconded by Carolyn W. to approve the minutes of the January 12, 2016 meeting. All Aye. Carried.
4. Financials – Melody printed financials from the Quickbooks system, which showed \$200 in Petty Cash. We currently do not keep petty cash, so Melody suggested having \$50 as petty cash, and correcting the report. Motion was made by Mike, seconded by Carolyn W. to approve the change. All Aye. Carried. Also decided to print Register from Quickbooks to show Deposits and Checks for approval, and print a Budget Report quarterly. Motion was made by Jane, seconded by Carolyn W. to approve as discussed. All Aye. Carried.
5. Insurance is currently under Dick Woodard for Main Street, and State Farm(Bill Bouska) for Chamber. Bob has asked all the insurance companies in town to quote the insurance to bring under one carrier. Motion was then made by Melody, seconded by Jane, to approve Bob, Patrick, and Tonya to organize dissolution of the Chamber once Community Development has everything switched over to the Chamber so we can complete the unity of all under one umbrella. All Aye. Carried.
6. Black Hills has confirmed there is only one meter on the building, and that is for the apartment above the office. Brandy contacted the renter(Dakota Fox) to have him switch into his name.
7. Membership Dues-62 memberships out of 116 letters sent out are in. Promotions is hosting a Coffee & Conversation on Tuesday, Feb. 16 from 7-8:30a.m. of which time we will have membership info available. Then a second letter and personal visits should be done to those who have not sent in their pledge to increase our members. We also need to start a Volunteer List to help with different tasks (high school students, Upper Iowa, Citizens, etc.).
8. Newsletter – this has not been done since Jennifer left. Need to review our email list to make sure our “members” are getting the information. Idea was to change quarterly newsletter to a Business Spotlight, and have Business Improvement team help with the info for that. Also need to revise the Main Street Minutes list for the article that goes in the paper each week to include the new board members.
9. Committee Reports –
Design - Bob reported that he has talked with Ron Saboe for placques to put on downtown benches for both Bob Vagts and Merlin Dunt. Jon Streif will put a clear coat on them, and Rory will install on the benches.
Organization - booked Magician/Comedian Ben Ulin for October 22, 2016 at Echo Valley Banquet Center, will be giving 2 scholarships this year, and are working on the Employee Handbook.
Promotions – Hosting Coffee & Conversation on Feb. 16 from 7-8:30 a.m. to talk with businesses as to what they want help with this year. Divas & Dining booked at Echo Valley for Fri. April 8 & having Celina Peerman as motivational Speaker. Planning has begun for 4th of July Celebration at Rec Center, Playin’ on the Plaza Thursday nights 6-7:30p.m. in July & August, and WU-Fest for August 20.
Business Improve.- No representative present
10. Brandy will check 2-3 dates that Darlene would have available to come & offer Main Street Orientation to new/existing Board/Committee members to attend.

11. Motion made by Mike, seconded by Tonya, to approve purchasing a new computer from Sims for a Toshiba C55 15" Laptop, Windows 10 Home, 64GB Flash Drive, and the Labor to install & move files. All Aye. Carried. Mike also suggested looking into the Cloud backup to make sure we do not lose files.

Item 12 already discussed in item 5

Item 13 was moved to Organization Committee last meeting

14. President's Report

Water Heater is not working. Received a quote from Gage & Gage for \$387.24 for 6 gallon water heater, but Gage has not paid membership yet this year. Loomis has already paid their membership, so decided to get bid from them to compare. Motion was made by Mike, seconded by Melody, to approve replacement with lowest bid from a member.

Biggest Loser Competition-Changed to starting February 29 and goes for 8 weeks, 6 teams signed up so we now have another Free Chamber team. Decided to email out to all businesses & draw for the free team to a paid membership on Monday, Feb. 15.

Board Retreat – Bob would like to see some type of Board Retreat to sit down & discuss ideas as our Board meeting is running over the hour we allow. Decided to do a "Happy Hour" style on the first Friday of the Month. The first one is set for Friday, March 4th at the Main Street/Chamber office, BYOB & a snack if you want, and come and go as you need to.

15. Brandy advised Main Street Iowa will be here April 19-20 for our Program visit. Discussed maybe having the Orientation one of those evenings while Darlene is already here. More details to come as we get closer.

Brandy presented an Expense Report for her for 2 meals at training and her Award Banquet ticket. All Approved to reimburse to her.

16. Motion was made by Jane, seconded by Mike, to adjourn. Meeting adjourned at 8:20a.m.

17. Next Meeting – March 8, 2016 at 7am at the Main Street/Chamber office

Total Volunteer Hours to be Logged: 13.5 Hours

Submitted by Amie Johansen