



CHAMBER/MAIN STREET MINUTES
September 13, 2016

Present: Bob Sadler, Carolyn Havenstrite, Amie Johansen, Tanya Tysland, Allison Rose, Jane Blumhagen, Amy Christiansen, Mike Johnson, Gail Hackman, Jason Knox and Brandy Burgin.

Absent: Melody Patrick, Patrick Ritter, Carolyn Weber, Kevin Baumler, Duane Wilhite, Teresa Pape

1. Meeting was called to order at 7:00 a.m. by President Bob Sadler.
2. Motion was made by Jane, seconded by Allison, to amend the agenda to correct the date to September 13, 2016, and add August Financials. All Aye. Carried.
3. Motion was made by Amie, seconded by Jason, to approve the Minutes from the August meeting. All Aye. Carried.
4. Finances – Asked Brandy to check into the account that has the profit from the sale of the bus barn to Gus' Townhouse, does not seem to be listed. Brandy is working to set a date with Kremer & Kehe to train on QuickBooks. Discussed shortage we have for the year and how to cover. Didn't feel there's enough time to plan a fundraiser well. Discussed an internal loan from one of the other accounts and repay once new memberships come in. Will discuss on next agenda.
5. Promo – Trunk-N-Treat will be next on 10/23/16 from 2-4pm on the plaza. Starting on Holiday Promotions at next meeting.
Design – No Update
Community Develop – Received an application for the Revolving Loan, working with applicant to complete. Discussed price of Industrial Lot and potential rebates based on number of employees to hire. Next meeting 9/21/16 at 5pm. Tobin Britt has stepped down and Derek Heins will replace him. Tanya and Jason offered to contact Oelwein Community Development and help with reorganization of the committee, and maybe recruit additional members.
Organization – Comedian/Magician/Hypnotist coming 10/22/16 at Echo Valley. Tickets ready to sell. Pricing same as last year. Mike is getting a quote for 122 to do the appetizers, and asked each board member to pay \$20 to cover the cost rather than bringing items. Hospital will donate popcorn. Lee lowered rent from \$400 to \$300. Amie will look for waiters/waitresses.
Tanya & Mike met with Kent Halverson & Teresa Pape requesting Brandy to be brought on to the City's payroll. Teresa checking legalities from the City side. Jim Thompson from Main Street Iowa offered his assistance also. The new law going into effect December 1, 2016 does not affect us as Brandy is paid hourly. However, we cannot offer comp time for anything worked over 40 hours. Motion was made by Mike, seconded by Tanya, to suspend comp time and change to a flex schedule. All Aye. Carried.
Business Improve. – No Update
6. Membership Updates –Organization Committee revamped Sponsorship Form, and will forward to Brandy to send out for everyone's review. Need to start mailing out soon for next year's dues.
7. Bob offered to host the next Board Retreat at his home on September 22, 2016 starting at 5:30 p.m. Come and go as you can. Items to discuss: Brandy's schedule, Community Development reorganization, Fundraising ideas, Strategic Planning ideas.
- 8a. Brandy advised the next mandatory workshop is October 5-6 in Mt. Pleasant, and Tanya cannot attend on the 5th; Gail will go. Jason can do the 6th.
- 8b. Woodard Insurance quoted officer's liability coverage, which is an additional \$1,250. At this time, we do not have the funding to add that; will revisit in the future.
- 8c. Decided to wait on Scrap Metal Fundraiser until next year as price of metal is low right now.
- 8d. Iowa Rural Development Summit – Bob, Kent and Brandy will attend

Motion to adjourn was made by Jane, seconded by Carolyn H. All Aye. Carried. Meeting adjourned at 8:20 a.m.
Next meeting: October 11, 2016 at 7am.

Total Volunteer Hours to be Logged: 12.5 Hours
Submitted by Amie Johansen