



## CHAMBER/MAIN STREET BOARD MEETING

**June 10, 2019 – 7:00 a.m.**

Present: Sandy Klosterman, Chris DeBack, Jamie Hoey, Bob Sadler, Garrett Crandall, Cathy Harris, Jason Knox, Brian Roulson

Absent: Duane Willhite, Adam Keller, Nick McIntyre

Guests: Kris Marcks, Mallory Hanson, Rick Trumm, Stacie Schroeder

1. Meeting was called to order at 7:00 a.m. by Vice Cathy Harris. Kris Marcks, Rock Valley Physical Therapy, introduced herself and the new business in West Union. Its Open House is June 19<sup>th</sup>, 5:30-7:30 with ribbon cutting right away.
2. Stacie Schroder, NFVCC Director, presented information on the NFVCC 5-year DFC (Drug Free Community) programing that includes environmental scans of tobacco and alcohol retailers throughout the county. Asking these retailers to place stickers “those who host lose the most” on their alcohol coolers. NFVCC has been working with various partners to create a summer Meal Site that will serve a meal to any child 17 years or younger for free with no questions asked/forms. They are planning for 40 kids per day. She is working with various agencies to also open a Food Pantry “Open Hands Food Pantry” in West Union in August. Fayette Co. Foodshelf only offers food every three months. The new pantry will be at WU Methodist Church a few days a week. She would like to see the Chamber have representation at meetings or at the location. They currently have an interim board and would like to partner with local business to take items that typically are thrown away. This will not compete with Mobile Food Pantry, but any extra from the Saturday food pantry would now go to “Open Hands” as Prairieview who currently receives food from the Mobile Food Pantry, can only take certain items. They will receive regular items from NEI Food Shelf and then do local fundraising.
3. Agenda Amendments- RC & D Update & new Chamber member, Rick Trumm, approval to the Board added to the agenda. Motion to approve the amended agenda by Jamie; seconded by Chris; approved by all.
4. Motion made by Chris and seconded by Bob to approve the May minutes; motion carried.
5. After reviewing May financials, it was noted the line item under the Promotions Committee for \$1690 was for the Eldorado Eagle Easter Basket; it was also listed in financials as the same profit; we were simply the financial agent. Fireworks bill was also paid for \$3500 but money has not moved into the general account yet; money dedicated to fireworks will partially pay for the \$3500. However, we are still in a negative balance at the end of the month. Bob motioned to approve the financials; Chris seconded it. All approved.  
*\*Cathy transferred Chamber meeting leadership to Jason Knox.*
6. Motioned made by Chris; seconded by Bob; approved by all to accept Rick Trumm as a Chamber Board Member.
7. Mallory Hanson introduced herself and her position with RC&D to direct and manage Fayette Co. Tourism and Economic Development starting July 1. They will be developing a new Board and intend to host a meeting for previous contributors to the program. RC&D would like to rent space at the Chamber for their day-to-day business utilizing the same space as FCED. Mallory will update the current agreement with a \$400 rental agreement number and present back to the Chamber.  
Bob talked with Roger Arthur and FCED will donate the furnishings of the office in exchange for them hosting a few close out meetings. Bob will be getting an agreement. Chris motioned for any Chamber board member be allowed to enter into the agreement as listed above; Jamie seconded it; approved. Bob talked with Allamakee-Clayton Electric, and they will be donating Internet as an in-kind donation. Ritter will pay the Chamber the same

amount for internet usage. We will revisit Ritter's rental agreement next month. Jason will put on next month's agenda. Sandy presented FCED 30-day lease termination notice.

8. Jason discussed the O'Donahue Building and the city approaching him about not wanting to own the building. Right now, the city put \$25,000 into a roof. They don't want to make money on the sale but would like to break even. They want to have the Chamber take on this building and either fix it for sale or find a purchaser as is. In order to get grants, the building cannot be in the city's name. Right now, we have money in the Upper Story account for projects like this similar to the previous bus barn project. Currently, we have \$54,255 in this account, but we could apply for the Challenge Grant. To fix it up and sell, once we pay the \$25,000 for the roof, it doesn't leave much money to fix the outside façade (city estimated at least \$100,000); then, simply drywall and allow the purchaser to then do what they want. Discussion was had on costs, possibilities, etc. Financially, we can't afford to purchase it and fix it up. The Chamber may want to use the current renderings and Main Street resources to try and find a buyer. Community Development will take on trying to find a person to purchase the building. There are no 'rules' to what the building can be used for; therefore, a person could potentially buy it, tear it down, fix it up, etc. Currently, we don't have ordinances for our downtown, but we have 'guidelines'.
9. Jason presented a quarterly business meeting idea that Decorah does. A quarterly business luncheon with topics that all businesses are invited to for \$10 per person to cover speaker costs. Ottumwa has an event that is a networking opportunity for new business opportunities or non-profits. Three organizations have a 5-minute presentation to 'sell' their idea. The group votes and gives \$100 check each to the winner. Would businesses come? Bob and the Business Improvement committee will take on discussion for both these ideas.
10. Director's Report -
  - a) Radar Information- Sandy gave the Board a copy of things that still need to be on our radar and taken care of. Sandy gave some building updates and copier information. She will check on the gambling license before leaving and will take phone to Amie at city hall. Sandy will also get the email/password for the Chamber and Main Street. Sandy will look and get Cathy a list of passwords for Chamber needs.
  - b) Goodbye- she would like to be on the Business Improvement committee. Jamie will schedule an exit interview. Thank you to Sandy for all you have done for Chamber and Main Street! We thank you for leaving us with a list of 'to do' to make the transition easier. During the transition, can try to call Sandy to see if available to help.
11. Committee Reports
  - a. Promotions
    - i. 2019 Work Plans- meeting tonight to finalize 4<sup>th</sup> of July. In past, Board has run the food stand during 4<sup>th</sup> of July- can we do this again, so it doesn't fall on just that committee- Bob and Cathy will be there. Jamie out of state. Block party this Thursday but we don't know anything about it as Joni is overseeing it and the Chamber isn't involved in it. Playing on the Plaza every Thursday through August except fair week. This committee typically runs the booth. Alcohol- can bring with you and/or purchase locally as long as no issues. We will not sell it.
  - b. Design & Business Improvement
    - i. 2019 Work Plans- nothing to report.
  - c. Community Development
    - i. 2019 Work Plans- see Jason's report above.
  - d. Organization
    - i. 2019 Work Plans- meeting today. Golf tournament is Saturday. Bank 1<sup>st</sup> & GPLHC donating meal. Board members and PVSC staff will take care of watching food. Posters done for Dueling Pianos and start ticket sales starting soon. Table sales and early bird tickets starting for November 30 event.

12. Chris won't be at August-November meetings due to student teaching. Jamie won't be at July's meeting, so someone will do meeting minutes.

13. Bob motioned, and Chris seconded to adjourn. Meeting adjourned at 8:11 a.m.

**Next meeting – July 9, 2019 at 7:00 am at the Chamber/Main Street office.**

**Submitted by Jamie Hoey, Secretary**

**MISSION STATEMENT**

Investing in the community by bringing people together to achieve a support system that seeks to promote business success, downtown revitalization, and a sense of community pride.

**VISION STATEMENT**

Through Community engagement, create a unique and prosperous downtown to enrich the entire business community of West Union and beyond that embraces history, preserves natural environment, and promotes quality events that instills a sense of community pride.