BOARD MEETING MINUTES

Tuesday, September 5, 2017 12:00 PM



Board of Directors	Present	Reported	Unreported
T 1: G 1	***	Absence	Absence
Julie Samuelson	X		
Joe Dvorak	X		
Shawnda Schelinder	X		
Corey Berube	X		
Frank Christopherson	X		
Todd Cummings		X	
Sara Helseth	X		
Bonnie Menigo	X		
Joshua Miron	X		
Robert Musgrove	X		
Butch Nicoll		X	
Lara Smetana		X	
Julie Stevens		X	
Summer Rockstroh	X		
Jill Tomczyk	X		

Chamber Members		
Annette Freiheit, Pine City Public Schools		
Daniel Appel, WCMP Radio		
Carl Pederson, City of Pine City		
Guests		

AGENDA:

President's Report

Introductions for new members present.

Samuelson shared an updated on the "Summer, Food & Fun" program being launched this summer. It was a great learning experience and the students seemed to enjoy the opportunity to learn to cook easy meals. They have asked to continue meeting once per month during the school year.

Executive Director Report

Accounting Practice: As past practice for the Chamber, we've operated a small petty cash account for paying for postage and office supplies that can be purchased locally. With the additional postage expenses each month with our Tourism packet mailings, we either need to increase the amount of petty cash available OR get a debit card for our checking account. A motion was made by Miron to eliminate the petty cash account and utilize a debit card for immediate needs for Chamber, second by Musgrove. Motion carried.

<u>Printer Donation</u>: Thank you to Joe Dvorak for the new color printer donation.

<u>GPS:45:93 Contract</u>: The contract seems to be working quite well. Positive feedback from the members of GPS:45:93 and the work has had minimal impact on the work needs of regular duties.

<u>Website Update</u>: Schueller is beginning to work on additional updates to the Chamber website and asked for interested volunteers to do a review of the site and offer suggestions for missing content. Volunteers included: J. Samuelson, J. Miron and S. Schelinder.

Membership Report: Prefer Paving & Ready Mix joined as a new member on August 15th.

Networking: The next event is scheduled for a Happy Hour event on September 21st at Three Twenty Brewing at 4:30 PM

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<u>Treasurer's Report</u>: Expenses incurred by the general fund included worker's comp renewal policy, advertising expense for Chamber Chat, and payroll. These general fund expenses total \$2,385.97. Additional expenses for dedicated funds include: Ambassador expenses totaling \$44.02 and Parade expenses totaling \$261.73. *A motion was made by Menigo to approve the Treasurer's Report, second by Musgrove. Motion carried.*

Business & Community Development

Frank Christopherson shared the highlights of activities in the region.

- » Joint City Council & EDA meeting was held to discuss a RLF + Loan package for a potential new business.
- » City has approved an upgraded website for the city using their existing provider.
- » 1100 individuals completed a survey as part of the Pine County Fair Survey project.
- » Andrew Mack, City Planner, resigned from his position with the City of Pine City.

Committee Reports

Citizen of the Year:

- » The checklist of duties has been shared and the deadline to submit nominations was August 31st.
- » The selection review committee will meet this week.

Chamber Member Updates

» Pine Center for the Arts is pursuing the purchase of the building that they currently rent and are in the beginning stages of a capital campaign to fundraise the purchase.

Meeting adjourned at 1:00 PM.