

MISSION STATEMENT: "To promote our members, the community, and economic development resulting in a better quality of life."

Agenda

Call to order by President, Tom Bloom

1. Consideration of: *(Approval)*

- a) Board of Directors February 21, 2018 Agenda
- b) Board of Directors January 25, 2018 Minutes

2. Financial Reports— *(Discussion & Approval)*

- a) January- Accounts Receivable, Balance Sheet, & Profit & Loss Statement
- b) Year End Financial Review – Updates
- c) 2018 Membership Update

3. Director's report—Eric Hortness

- a) Briefing of Chamber activities, upcoming events, ED activity, and membership

4. Old Business

- b) Welcome new Board Member – Derek Dudley, Madison Regional Health System
 - New Contact Sheet
 - Newsletter Assignments
 - Committee Assignments
- c) MDHL Review

5. New Business

- a) *NEW BOARD PHOTO*
- b) Office Manager Search Status
 - Over-time for Storm during transition process
- c) 2018 Madison Area Guide Plan & Coupons
- d) Insurance Bids
- e) Internet/Phone Provider Bids
- f) Cracker Barrel Overview
- g) GMACC Endowed Scholarship 2017-18 Application
- h) Annual Member Recognition Mixer – March 20, 2018
- i) Business Credit Card
- j) Membership Drive/Letter

6. Consideration of standing committee meeting minutes: *(Discussion & Approval)*

Review of Committee Minutes: Ag, Education, Rec & Tourney

7. Ex-Officio Reports:

- a) Robert Thill – City of Madison
- b) Dr. Jose Marie Griffiths – Dakota State University
- c) Joel Jorgenson – Madison Central School District

8. Newsletter submission for March/April edition: (bi-monthly BoD article included in each newsletter)

- a) **BoD Article – Liz Avery** **Deadline:** May 18, 2018 **Publication Date:** June 15, 2018

9. Next Chamber Board of Directors Meeting: NO MEETING

Annual Member Recognition Mixer will count as March meeting – Tuesday, March 20, 2018
Dakota Prairie Playhouse 5 - 7 PM

10. Adjournment

MISSION STATEMENT: "To promote our members, the community, and economic development resulting in a better quality of life."

Minutes

Members Present: Tom Bloom – President, Adam Shaw- Vice President, Daniel Buresh- Treasurer, Kevin Jaspers, Liz Avery, Lisa Schaefer, Derek Dudley, Sara Wardner, Stacy Krusemark

Members Absent: Sharon Patch

Staff Present: Eric Hortness – Executive Director, Danielle Manthey – Office Manager, Megan Bousquet – New Office Manager, and Courtney Storm – Promotions & Committee Coordinator

Called to order at 7:04 AM by President, Tom Bloom

1. **Consideration of:** (Approval)

c) Board of Directors February 21, 2018 Agenda

Motion: Avery motioned to approve the February Agenda as presented and Wardner seconded. **Motion Carried.**

d) Board of Directors January 25, 2018 Minutes

Motion: Buresh motioned to approve the January Minutes as presented and Wardner seconded. **Motion Carried.**

2. **Financial Reports—** (Discussion & Approval)

d) January- Accounts Receivable, Balance Sheet, & Profit & Loss Statement

- Hortness noted that those in red were received after January 31st and those in blue are potential write offs.

Motion: Jaspers motioned to approve the January Financial Reports as presented and Shaw seconded. **Motion Carried.**

e) Year End Financial Review – Updates

- Final end of year net income is \$542.68
- Had 2016 Chamber Buck write-off of \$3606. Wrote off \$444 of Manitou's membership and \$150 for Be-Bop Bobi Long Haul
- Jaspers noted that with the change to the gift card we will no longer have the write-off.

f) 2018 Membership Update

- \$20,095 still owed in membership dues. Compared to last year we were at \$54,000 still owed. Doing very well.
- 58 members left to renew

3. **Director's report—Eric Hortness**

d) Briefing of Chamber activities, upcoming events, ED activity, and membership

- MDHL – smaller group than years past. Toured the Cultural Heritage Museum which was very nice. Small turnout of legislatures at reception. Got back early at 10:15.
- Cracker Barrel – interesting comments made. Good turnout, estimate of 50-60 people.
- Northwestern Mutual Ribbon Cutting – great turnout.
- Bowling for Business – Monday, February 26th, 12 teams for 1st session and 9 teams for 2nd session. Last year we had 12 teams and 21 this year.
- Leadership Madison Graduation – March 13th at Dakota Prairie Playhouse. Leadership Madison committee plans to regroup after graduation to re-asses the program. Bloom noted that he thinks it is a great program.
- Annual Member Recognition Mixer – March 20th from 5-7 at the Playhouse (Wardner will not be there)
- Storm and Hortness attended the DSU Athletic Facility Unveiling – video is on DSU Website, Hortness suggested if anyone hasn't seen it to go check it out, it is pretty amazing.
- Pheasant Fest in Sioux Falls, SD – Hortness attended with Southeast SD Tourism – handed out Madison Area Guides. Lots and lots of people with a vary wide array of booths. First time it has ever been in South Dakota.
- Hortness to attend Chamber Business Day in Pierre with new LAIC Director Rory Maynard Thursday, February 22nd.
- Hortness has been busy finding a new Office Manager to replace Manthey.

- Dropped Members (Be-Bop Bobi Long Haul- company no longer exists, DSU Foundation- Combined with DSU, Melissa Lock-replaced with Thompson Farms, Peterson Farms Seed- Rob Thuringer is no longer with company, St. Thomas Aquinas School- combined with St. Thomas Church, Stones Famous Kettle Corn- not worth the investment, Sarah Wyant- no reason given, Mochavino – being sold, should join back, Always Tan – business is for sale)
- Office has received the SD Great Service Star Award for 8th straight year.
- New hotel bill update – passed the house yesterday will go through senate tomorrow. Deciding on a management company this week.
- An appreciation plaque was presented to Office Manager – Danielle Manthey.

4. Old Business

- a) Welcome new Board Member – Derek Dudley, IT Director at Madison Regional Health System
- Grew up in Colman, went to school in Sioux Falls and finished in New York.
 - 4 kids, moved to Madison 3 years ago. Has been at the hospital for 6 years now.
 - New Contact Sheet given to all present board members
 - Newsletter Assignments – Kommes was removed from the Newsletter assignment list, all names moved up and Derek added to the end
 - Committee Assignments – Dudley will review what all of the committees do and make a decision if he is interested in filling Kommes's position on the Education committee
- b) MDHL Review – addressed in Director's Report above. Hortness added that the group of MHS students that attended were very responsive and asked a lot of questions. All representatives were excited about all of the LM projects that were presented at the luncheon. Avery noted that the LM participants that work at East River thoroughly enjoy the program.

5. New Business

- k) *NEW BOARD PHOTO will be taken at April meeting when all board members are present. No March meeting as the Annual Member Recognition Mixer is the replacement and Wardner will be gone.*
- l) Office Manager Search Status
- Over-time for Storm during transition process. Hortness added that extra hours will not be necessary.
 - New Office Manager Megan Bousquet started Tuesday, February 20th.
 - Manthey's last day will be Friday, February 23rd. Manthey has accepted a position in Sioux Falls and will be moving.
 - Megan will be hear today at 8 to introduce herself. Megan gave a short introduction. Board welcomed her and introduced themselves.
- m) 2018 Madison Area Guide Plan & Coupons
- Will go to print March 16th
 - Storm is designing the entire newsletter instead of Leader Printing designing. Leader printing will still print all of the copies. Will save a lot of time going back and forth with the Leader. Will save cost on the design time they have put in in the past.
 - Have quite a few new ads this year.
 - Using InDesign as the design program.
 - We did increase pricing this year and we have had no kick back from anyone. Members are also receiving additional benefits with advertising in the Area Guide.
- n) Insurance Bids
- Hortness asked the boards opinion on sending out a request for bids for insurance to all Chamber member insurance companies. Currently have insurance through First Madison Insurance.
- o) Internet/Phone Provider Bids
- Hortness asked the boards opinion on sending out a request for bids for Phone & Internet to all Chamber member companies. Currently have Midco as a provider.
- p) Cracker Barrel Overview
- Hortness addressed in the Directors Report above.
 - Next Candidate forum with be City Commission & School Board on April 4th at 7 pm at the High School
- q) 2018-19 Endowed Scholarship Application
- Emailed copies out to the board with packet.
 - Manthey noted that one person has already reached out for an application
- r) Annual Member Recognition Mixer – March 20, 2018

- Covered above in Directors Report
 - Hortness added that DJ Double A will be DJ the event
 - Officers will decide on Distinguished Service Award Recipient
- s) Business Credit Card
- Hortness asked the boards opinion on getting an office credit card.
 - Jaspers noted that it would be safer to use a credit card instead of a debit card
 - Wardner added to be careful when paying online as sometimes they charge additional fees.
 - First Bank & Trust has great rewards.
 - Hortness suggested taking Great Western Money Market Account balance or partial balance and moving to a new account at the Credit Unions to have them involved. Board thought this was a great idea.
- t) Membership Drive/Letter
- Hortness noted that we plan on putting together a letter to all dropped members asking to rejoin and to all potential members.
 - Approximately 50 members on list. Bloom added that it would be interesting to see the list, he would like the list sent out in an email.

6. Consideration of standing committee meeting minutes: *(Discussion & Approval)*

Review of Committee Minutes: Ag, Education, Rec & Tourney

Motion: *Wardner motioned to approve the standing committee minutes as presented and Avery seconded.*

Motion Carried.

- Bloom added that Ag will be doing a scholarship this year which is something new. Have to be an FFA member and have to be going into a post-secondary ag degree.
- Jaspers added that March is National Ag Week, will be educational for the community.

7. Ex-Officio Reports:

- d) Robert Thill – City of Madison
- NO REPORT
- e) Dr. Jose Marie Griffiths – Dakota State University
- Tom Bloom introduced new board member Derek Dudley and new Office Manager Megan Bousquet
 - Legislative Session – demolition approved for Lowry hall. Final approval on Friday afternoon. Should be stacking out the area soon. Should start demo in March.
 - Renovated first main floor of Library for Lowry hall to move to during construction
 - Athletics master plan announced. Multiple components – enrollment strategy, sports expansion (new sports – golf, soccer and e-sports to name a few), and academic expansion related to sports. Facilities plan – can see on the DSU website.
 - Curriculum developments to present to Board of Regents at next meeting.
 - New program rankings – done by independent agencies. DSU has done very well. Two number one ranked programs.
 - Introducing new military rate. Discounted tuition for all active military members.
 - Scholarship dollars are doing very well.
 - Legislature budget hearing, added SDPASS program with an emphasis to stay relevant. For high schoolers, those who are underemployed or those who want a career change.
- f) Joel Jorgenson – Madison Central School District
- Dr. Koch received Middle School Teacher of the Year
 - Legislative session – have spent a lot of time out in Pierre.
 - Fun couple of weeks – food service review, state audit reviews the next day. Both went well and review well really well.
 - Request for proposals for food service. Usually receive from 3 different vendors. 5-year contract, renewed every year.
 - Employee hire – can apply online on the MCSD website. Quite a few more applications this year compared to last year with the easier process. Shaw added that the increased applications could be due to the increase in teacher pay and the amazing facility and people we have in Madison.
 - Approximately 10 openings this year.
 - Winter sports wrapping up. Gymnastics done, wrestling done this weekend.
- g) Rory Maynard – Lake Area Improvement Corporation

- Came in the office to introduce himself

8. Newsletter submission for March/April edition: (bi-monthly BoD article included in each newsletter)

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9. Next Chamber Board of Directors Meeting: NO MEETING

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10. Adjournment: *Shaw motioned to adjourn the meeting at 9:00 AM. Motion Carried.*