

Minutes

Members Attending: Alicia Entringer, Jona Schmidt, Donna Fawbush, Sara Wardner, Kelli Whiteing, and Courtney Storm

Mission Statement - *"This committee will promote a positive community image of, and host fundraising events for the Chamber of Commerce."*

Activities

- Thanksgiving Year End Combined Mixer
- Show & Sell Expo
- Chamber Annual Meeting
- Member Recognitions As Needed

Chair – Karen Kalvig, Power Promotions

1. Review of Minutes October 14, 2017- Sara motioned, Alicia second
2. Review of Agenda November 2, 2017- Alicia motioned, Sara second

Old Business

1. **Show and Sell** – November 25, 2017 always the Saturday following Thanksgiving
 - a. Status –104 registered and space for 129 (additional 6 that registered but awaiting payment)
 - b. DPP – 41 booths (0 open) | Fieldhouse – 81 booths (25 open)
 - c. Concessions- Madison Christian School both buildings
 - d. Set up
 - i. Wednesday, November 22 – DPP – Chamber Staff
 - ii. Friday, November 24 – Fieldhouse
 - Purchase pizza for volunteers and basketball team
 - Make sure volunteers are there when they put the tarps down so that we do not have bubbles in it
 - DSU Softball Team will assist with set up
 - e. Show & Sell Volunteers (6:30 AM – 3:30 PM) – Tear down at 2 pm
 - i. Sue & Marlon will assist on Saturday
 - ii. DSU softball team will assist with tear down
 - f. Will have registration for Mad Money (\$50 at each location like last year)
2. **Museum Chamber Tree Nov 13-21 Dates to Decorate (open 10-4 Tues. – Fri.)**
 - a. Chamber Staff will coordinate with Karen
 - b. On display until December 30
 - c. Chamber Staff will print photos of the years events
 - d. Karen will decorate again this year.
3. **Depot Decorating for the Holiday Season**
 - a. Karen will decorate again this year
 - b. Chamber staff will coordinate with Karen
4. **Thanksgiving / Year End Combined Chamber / DSU Mixer (Monday, November 13th)**
 - a. Changed location to the Beacom Institute this year. Kelli noted they will have some ambassadors available to do tours for those who have not seen the building.
 - b. \$826.65 in expenses for the Chamber in 2016

Attendance 2017 Plan for 80

Alcohol 2017 Beverages handled by Sodexo

Invitation 2017 Chamber designed / DSU Printing will mail
Mailed 10/30/17
*Knick in postcard: DSU to check on machine and see if that is the problem

Food Storm made arrangement with Gayle at Sodexo
Menu is as follows: Executive Meat and cheese with fruit, Pinwheel bites (Turkey, Swiss, Lettuce cranberry and horseradish cream cheese, Meat Balls (3 flavor), Crab and Shrimp dip (hot), Match stick veg cups (pepper, carrots, celery, Broccoli), 'The Mixer' snack mix (kitchen made), Chef nuts, Mini Cheese Cake with Cranberry and almond glaze, Chocolate Brownie bites frosted with fall leaves. We will provide the bar: Apple sangria, Soda, Bottle water, Assorted beer, and Wine
*Kelli to talk to Gayle about Apple Sangria and possibly Cranberry instead

Decorations Center piece - Grapevines – Danielle confirmed with Brenda
Kelli will arrange to have an electronic tree on screen
Signage at Event for those who donated items and catering

Door Prize 2017 Centerpiece \$25 MM Tickets to Holiday Jam (REMIND DONNA)

Music 2017 Music played over the phone

- Kelli stated Tyler Steele will need to operate.
- Chamber to send Video link
- Kelli will pick music and have Tyler play

Staffing 4 PM Set Up – (Mixer time from 5-7)
Chamber staff will send an email out asking for volunteers
Greeter | Floater | Registration/Give Away

- Alicia
- Donna
- Sara

5. Annual Meeting 2018 March or April

Certificates to be mailed with membership packets

- Playhouse has been reserved for Tuesday, March 20th (1st day of Spring)

Other

Next Meeting: Jan/Feb TBD

Adjournment: 12:36 pm

Please attend these Chamber Events/Member Recognitions to support Chamber members
Review the Chamber Update and Calendar or Events <http://www.chamberofmadisonsd.com/Events/>
Like the Chamber Facebook Page <https://www.facebook.com/MadisonSDChamber>

Minutes recorded by: Courtney Storm, GMACC