

## Meeting Minutes of the Florence County Chamber of Commerce

<b>Meeting Title:</b>	<b>Board of Directors regular meeting</b>	
<b>Meeting Date</b>	<b>January 18<sup>th</sup> 2021</b>	<b>Meeting Time: 4:30</b>

<b>Meeting Location:</b>	<b>Steamin Joe Coffeehouse</b>
<b>Attendance:</b>	<b>Rick Knepper, Kym Roff, Trisha Young, Diane Theis, and Wendy Gehloff</b>
<b>Meeting called by</b>	<b>Rick Knepper</b>
<b>Type of meeting</b>	<b>B. O. D.</b>
<b>Note taker</b>	<b>Kym Roff</b>

<b>Approval of Minutes:</b>	First: Trisha Young Second: Rick Knepper	Motion carried and passed. unanimous
<b>Approval of treasurer report:</b>	First: Kym Roff Second: Trisha Young	Motion carried and passed unanimous

### Committee reports

### Motion/Actions

<b>1</b>	<p><b>Beautification:</b> The 25 flower baskets were ordered. A donation of 250.00 from Dickenson area communications. A 500.00 donation from Florence utilities and a 500.00 donation was received from Bank. For a total of 1250.00 to put towards the total purchase price of the baskets and flowers</p> <p>A motion was made to allow the purchase of any recommended items needed to get the flower baskets set up (netting, dirt, flowers, etc.)</p>	Moton made by Diane. Second by Trisha Motion unanimous and passed.
<b>2</b>	<p><b>Membership:</b> 99 members to date                  second renewal letters were sent out.                  Motion made to do a trade with WIKB for membership fee</p>	Motion made by Trisha. Second by Kim. motion was unanimous and passed.
<b>3</b>	<p><b>Website:</b> work to keep things current</p>	All members
<b>4</b>	<p><b>Facebook:</b> working on keeping this updated.</p>	All members
<b>5</b>	<p><b>Christmas in Florence:</b> n/a</p>	
<b>6</b>	<p><b>Winter fest:</b> (March 6<sup>th</sup>, 2021) n/a</p>	
<b>7</b>	<p><b>Town Rummage sale:</b> Trisha will touch base with Jessica about the possibility of the fair board doing food for the event.</p>	Trisha Young to call

## Motion/Actions

<b>Old Business</b>		
<b>New Business</b>		

<b>Correspondents:</b>	The phone booth the chamber was in possession of, was donated to the visitor's center to be put on display.	
<b>Board concerns:</b>		
Next meeting:	<b>March 15th, 2021 @ Steamin joe coffeehouse</b>	
Adjournment: @5:30	First: Kym roff Second: Diane Theis	Motion carried and passed

### 2021 B O D meeting dates:

	May 17th	Sep 20th
	June 21st	Oct 18th
March 15th	July 19th	Nov 15th
April 19th	Aug 16th	Dec 20th

These minutes submitted by: Secretary: Kym Roff

## Meeting Minutes of the Florence County Chamber of Commerce

<b>Meeting Title:</b>	<b>Board of Directors regular meeting</b>	
<b>Meeting Date</b>	<b>February 15<sup>th</sup> 2021</b>	<b>Meeting Time: 4:30</b>

<b>Meeting Location:</b>	Steamin Joe Coffeehouse	
<b>Attendance:</b>	Rick Knepper, Kym Roff, Diane Theis, and Wendy Gehloff	
<b>Meeting called by</b>	Rick Knepper	
<b>Type of meeting</b>	B. O. D.	
<b>Note taker</b>	Kym Roff	

<b>Approval of Minutes:</b>	First: Dian Theis Second: Rick Knepper	Motion carried and passed. unanimous
<b>Approval of treasurer report:</b>	First: Kym Roff Second: Rick Knepper	Motion carried and passed unanimous

### Committee reports

### Motion/Actions

<b>1</b>	<b>Beautification:</b>	Moton Motion
<b>2</b>	<b>Membership:</b> 101 members to date second renewal letters were sent out. Kym will get the current member list to Marla and the mining news so the necessary changes can be made to the website and spotlight	Motion Second by
<b>3</b>	<b>Website:</b> work to keep things current	All members
<b>4</b>	<b>Facebook:</b> working on keeping this updated.	All members
<b>5</b>	<b>Christmas in Florence:</b> n/a	
<b>6</b>	<b>Winter fest:</b> (March 6 <sup>th</sup> , 2021) n/a	
<b>7</b>	<b>Town Rummage sale:</b> (June 5 <sup>th</sup> 2021)	Wendy will make the posters for this event

### Motion/Actions

<b>Old Business</b>	N/A	
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<b>New Business</b>	Kym will be looking into the possibility of doing a tour to Florence Bike ride the summer	
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<b>Correspondents:</b>		
<b>Board concerns:</b>		
Next meeting:	<b>April 19<sup>th</sup></b>	
Adjournment: @5:30	First: Kym roff Second: Diane Theis	Motion carried and passed

2021 B O D meeting dates:

		May 17th	Sep 20th
		June 21st	Oct 18th
March	15th	July 19th	Nov 15th
April	19th	Aug 16th	Dec 20th

These minutes submitted by: Secretary: Kym Roff

## Meeting Minutes of the Florence County Chamber of Commerce

<b>Meeting Title:</b>	<b>Board of Directors Regular Meeting</b>
<b>Meeting Date: August 16, 2021</b>	<b>Meeting Time: 4:30 p.m.</b>

<b>Meeting Location:</b>	Steamin Joe Coffeehouse
<b>Attendance:</b>	Rick Knepper, Kym Roff, Trisha Young, Donna Ebert, and Wendy Gehlhoff
<b>Meeting Called By:</b>	Rick Knepper
<b>Type of Meeting:</b>	Board of Directors
<b>Note Taker:</b>	Donna Ebert

<b>Meeting Called to Order:</b>	4:35 p.m.	
<b>Approval of July 7 Minutes:</b>	First: Kym Roff Second: Donna Ebert	Motion carried and passed. unanimous
<b>Approval of Treasurer's Report: (Rick Knepper and Kym Roff are to be the 2 officers on the Chamber's checking account. Diane Thisis will be removed.)</b>	First: Trisha Young Second: Kym Roff	Motion carried and passed unanimous

### Committee reports

### Motion/Actions

<b>1</b>	<b>Beautification:</b> Rick is ordering some elbows needed for the lines to water flowers. He also bought a watering wand and will be buying Miracle Grow. We need a larger storage shed for the planters. Rick, Trisha, and Donna will meet at the storage shed on September 11 at 9:00 a.m. to pull out the flowers and move the planters to the shed.	
<b>2</b>	<b>Town Rummage Sale:</b> The rummage sale is scheduled for 9/18/21. Wendy will put out a press release asking for vendors.	
<b>3</b>	<b>Bike Ride:</b> We have scrapped the bike ride.	
<b>2</b>	<b>Christmas in Florence:</b> Scheduled for 12/4/21. The planning committee will meet on September 13 at 4:30 p.m. at Steamin Joe Coffeehouse.	
<b>3</b>	<b>Winterfest:</b> This was scrapped at the last meeting.	
<b>4</b>	<b>Membership:</b> Culligan joined the Chamber recently which gives us a total of 109 members. Membership dues will remain at \$100.	
<b>5</b>	<b>Website/Facebook:</b> Thank you to Wendy for taking care of our Facebook site. Wendy will use the Chamber's Gmail account when she sends out emails for the Chamber and Rick will give her the password.	

## Motion/Actions

<b>Old Business</b>	Rick and Trisha will review the Chamber's bylaws (after school starts) as they are outdated.	
<b>New Business</b>	The next general member meeting will be held on September 28 at the C&R Bar in Aurora from 5:30-6:30 p.m. The Chamber Christmas party is scheduled for December 14 at Dina Mia's.	

<b>Correspondence:</b>	N/A	
<b>Board concerns:</b>	N/A	
<b>Next meeting:</b>	September 20, 2021 at Steamin Joe Coffeehouse	
<b>Adjournment: 5:45 p.m.</b>	First:	
	Second:	

### 2021 B O D meeting dates:

		May 17th	Sep 20th
		June 21st	Oct 18th
March	15th	July 19th	Nov 15th
April	19th	Aug 16th	Dec 20th

These minutes submitted by: Secretary: Donna Ebert

## Meeting Minutes of the Florence County Chamber of Commerce

<b>Meeting Title:</b>	<b>Board of Directors Elections</b>
<b>Meeting Date:</b> August 16, 2021	<b>Meeting Time:</b> 4:30 p.m.

<b>Meeting Location:</b>	Steamin Joe Coffeehouse
<b>Attendance:</b>	Rick Knepper, Kym Roff, Trisha Young, Donna Ebert, and Wendy Gehlhoff
<b>Meeting Called By:</b>	Rick Knepper
<b>Type of Meeting:</b>	Board of Directors Elections
<b>Note Taker:</b>	Donna Ebert

<b>Meeting Called to Order:</b>	4:30 p.m.	
<b>Election of Officers:</b> Rick Knepper – President Trisha Young – Vice President Kym Roff – Treasurer Donna Ebert – Secretary	Motion to accept officers: Kym Roff Seconded: Donna Ebert	Motion carried and passed. Unanimous.

These minutes submitted by: Secretary: Donna Ebert

## Meeting Minutes of the Florence County Chamber of Commerce

<b>Meeting Title:</b>	<b>Board of Directors Regular Meeting</b>
<b>Meeting Date:</b> September 20, 2021	<b>Meeting Time:</b> 4:30 p.m.

<b>Meeting Location:</b>	Steamin Joe Coffeehouse
<b>Attendance:</b>	Rick Knepper, Kym Roff, Trisha Young, Donna Ebert, and Wendy Gehlhoff
<b>Meeting Called By:</b>	Rick Knepper
<b>Type of Meeting:</b>	Board of Directors
<b>Note Taker:</b>	Donna Ebert

<b>Meeting Called to Order:</b>	4:31 p.m.	
<b>Approval of August 16 Elections Minutes:</b>	First: Kym Roff Second: Trisha	Motion carried and passed - unanimous
<b>Approval of August 16 BOD Minutes:</b>	First: Kym Roff Second: Trisha Young	Motion carried and passed - unanimous
<b>Approval of Treasurer's Report:</b>	First: Trisha Young Second: Donna Ebert	Motion carried and passed - unanimous
Note: Kym had an expense for Lachapelle Insurance and Trisha is going to check our insurance policy for auto owners' coverage to ensure we don't have double coverage.		

### Committee reports

### Motion/Actions

<b>1</b>	<b>Town Rummage Sale:</b> The Historical Society was not happy about the town rummage being held at the fair park. Kym asked them to attend to the meeting to discuss it but they did not attend. The banner looked great. The suggestion was made to hold only a Spring Rummage.	
<b>2</b>	<b>Beautification:</b> Rick needs to buy some lag bolts and has hose that can be used to hang the planters in the storage unit. We won't take them down until we've had a frost. Donna will ask her husband if he has any lag bolts. Kym will call Keri at Spread Eagle Garden Center to order flowers for next spring.	
<b>3</b>	<b>Mud Runs:</b> We will run the concessions next spring if we're invited back.	
<b>4</b>	<b>Christmas in Florence 12/4/21:</b> We had a committee meeting last week. Rick will send the final vendor application to Wendy for uploading to the website. Chris Knepper will work with Donna on the vendor location map.	
<b>5</b>	<b>Membership:</b> 110 or 111	
<b>6</b>	<b>Membership Forms:</b> Kym will order update the forms and order envelopes and stickers.	
<b>7</b>	<b>Website/Facebook:</b> No updates.	
<b>8</b>	<b>By-laws:</b> Rick and Trisha will be getting together in the near future to review the by-laws.	



## Motion/Actions

<b>Old Business</b>	N/A	
<b>New Business</b>	<b>Membership Meetings:</b> It was agreed to hold only an April meeting, July, and December member meeting since we have very light attendance at these meetings. The board will decide if they will skip holding the December board meeting.	
	<b>Chamber Bank Account:</b> The Chamber banks with M Bank and they are getting bought out by Nicolet Bank. We need to decide if we're going to switch our account to Great North Bank. Otherwise, Trisha has offered to take deposits to Nicolet Bank in Niagara since she will use them for the agency.	
	<b>Raffle License:</b> If we want to raffle items off, we need a raffle license through the state. Rick will bring more information to the meeting next months.	

<b>Correspondence:</b>	N/A	
<b>Board concerns:</b>	N/A	
<b>Next meeting:</b>	October 18, 2021 at Steamin Joe Coffeehouse	
<b>Adjournment: 5:25 p.m.</b>	First: Kym Second: Trisha	

### 2021 B O D meeting dates:

	May 17th	Sep 20th
	June 21st	Oct 18th
March 15th	July 19th	Nov 15th
April 19th	Aug 16th	Dec 20th

These minutes submitted by: Secretary: Donna Ebert

## Meeting Minutes of the Florence County Chamber of Commerce

<b>Meeting Title:</b> Members Meeting	
<b>Meeting Date:</b> 9/28/2021	<b>Meeting Time:</b> 5:30 p.m.

<b>Meeting Location:</b>	C & R Bar - Aurora
<b>Attendance:</b>	Rick Knepper, Kim Roff, Todd Roff, Donna Ebert, Wendy Gehlhoff, Chris Knepper, Karl Nelson, Dave Ebert, Doug Neuens
<b>Meeting Called By:</b>	Rick Knepper
<b>Type of Meeting:</b>	Member Meeting
<b>Note Taker:</b>	Donna Ebert

<b>Meeting Called to Order:</b>	5:38 p.m.	
<b>Approval of Treasurer's Report:</b>	First: Chris Knepper Second: Dave Ebert	Motion carried and passed unanimous

### Committee reports

### Motion/Actions

<b>1</b>	<b>Topic: Town Rummage</b> – It has been suggested that the town rummage be held at the Courthouse as opposed to the fair park.	
<b>2</b>	<b>Topic: Beautification</b> - Next week the water will be turned off and we will need to take the planters down soon after that. The flowers look beautiful. Kym will place an order for the flowers for next year and will order the same thing. Will need to purchase some lag bolts and Rick has some hose in his shop that can be used to hang the planters in the storage unit.	
<b>3</b>	<b>Topic: Mud Runs</b> - We will be participating in the cooking at the Mud Runs if we're invited back.	
<b>4</b>	<b>Topic: Christmas in Florence</b> – Scheduled for December 4, 2021. Craft/vendor applications are available now. Is held at the High School in Florence. We will do an email blast to members.	
<b>5</b>	<b>Topic: Membership</b> - 110	
<b>6</b>	<b>Topic: Website/Facebook</b> – No update	
<b>7</b>	<b>Topic: Bylaws</b> – We have a committee that will be reviewing the bylaws.	

## Motion/Actions

<b>Old Business</b>	N/A	
<b>New Business</b>	Someone from Aurora contacted Rick and is looking for a donation from the Chamber to put up flags on Main Street.	

<b>Correspondence:</b>	N/A	
<b>Board concerns:</b>	N/A	
<b>Next BOD meeting:</b>	October 18, 2021 at Steamin Joe Coffeehouse	
<b>Adjournment: 6:02 p.m.</b>	First: Todd Roff Second: Karl Nelson	Motion carried and passed.

### 2021 B O D meeting dates:

		May 17th	Sep 20th
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March	15th	July 19th	Nov 15th
April	19th	Aug 16th	Dec 20th

These minutes submitted by: Secretary: Donna Ebert

## Meeting Minutes of the Florence County Chamber of Commerce

<b>Meeting Title:</b>	<b>Board of Directors Regular Meeting</b>
<b>Meeting Date: October 18, 2021</b>	<b>Meeting Time: 4:30 p.m.</b>

<b>Meeting Location:</b>	Steamin Joe Coffeehouse
<b>Attendance:</b>	Rick Knepper, Kym Roff, Donna Ebert, and Wendy Gehlhoff (Trisha Young excused)
<b>Meeting Called By:</b>	Rick Knepper
<b>Type of Meeting:</b>	Board of Directors
<b>Note Taker:</b>	Donna Ebert

<b>Meeting Called to Order:</b>	4:33 p.m.	
<b>Approval of 9/20/21 Minutes:</b>	First: Kym Roff Seconded by Rick Knepper	Motion carried and passed. unanimous
<b>Approval of Treasurer's Report:</b>	First: Donna Ebert Seconded by Rick Knepper	Motion carried and passed unanimous

### Committee reports

### Motion/Actions

<b>1</b>	<b><i>Town Rummage:</i></b>	Kym will call Jessica at the Town Offices to ask about getting our rummage sale deposit returned.	
<b>2</b>	<b><i>Beautification:</i></b>	Date to empty the planter baskets is Tuesday, October 19. Wendy brought up the possibility of decorating downtown for Fall (not this year). We will discuss it at a future meeting.	
<b>3</b>	<b><i>Snow Drags 2022:</i></b>	Wendy talked to Brent about a donation if we continue to be in charge of the food.	
<b>4</b>	<b><i>Christmas in Florence 12/4/21:</i></b>	<ul style="list-style-type: none"> <li>• Wendy will send out a donation request to members for gift baskets that will be used as door prizes. Members will be able to drop them off at either Steamin' Joes or at Knepper Service.</li> <li>• Wendy brought lists of food needed. Kym will talk to Sandy at Pat's to order. The group reviewed the lists of food and drinks needed and discussed where to order them.</li> <li>• Wendy will call Joe Witynski about being Santa.</li> <li>• Wendy will reach out to Bob Black/WIKB regarding ads for Christmas in Florence.</li> </ul>	
<b>5</b>	<b><i>Membership:</i></b>	110	
<b>6</b>	<b><i>Membership List:</i></b>	Donna will be Kym's backup for proofing the membership list.	
<b>7</b>	<b><i>Website/Facebook:</i></b>	N/A	
<b>8</b>	<b><i>Bylaws:</i></b>	N/A	

9	<b>Old Business:</b>	Neither Rick or Wendy has heard anything from the person in Aurora who was looking for a donation for flags.	
10	<b>New Business:</b>	<ul style="list-style-type: none"> <li>• Membership Form – Kym did a nice job of updating the membership form that will be mailed out in the near future. She will add a box that members can check if they are interested in volunteering at an event. She will also add the bulk mailing permit availability to members as a benefit of membership. Wendy will get the copies of the forms folded and back to Kym for mailing.</li> <li>• The group discussed putting up some sort of signage downtown that the flowers are donated by the Chamber Members. This will be discussed further at a future meeting.</li> <li>• Since Nicolet Bank is closing its Florence branch, Rick made a motion that we transfer our bank accounts to Great North Bank and Kym seconded the motion. Kym will work to make the transfer. Kym and Rick will be signers on the account and we will request a debit card for Kym.</li> <li>• We will discuss the possibility of partnering with some other local organizations for some of our initiatives at future meetings.</li> <li>• The Board will discuss 2022 meeting dates at the November 15 meeting.</li> <li>• The Board will discuss the December board meeting at the November 15 meeting.</li> </ul>	Motion carried and passed.
<b>Correspondence:</b>		N/A	
<b>Board concerns:</b>		N/A	
<b>Next meeting:</b>		November 15, 2021 at Steamin' Joe Coffeehouse	
<b>Adjournment: 5:40 p.m.</b>		Motion by: Kym Seconded: Rick	Motion carried and passed.

2021 B O D meeting dates:

		May 17th	Sep 20th
		June 21st	Oct 18th
March	15th	July 19th	Nov 15th
April	19th	Aug 16th	Dec 20th

These minutes submitted by: Secretary: Donna Ebert

## Meeting Minutes of the Florence County Chamber of Commerce

<b>Meeting Title:</b>	<b>Board of Directors Regular Meeting</b>
<b>Meeting Date: 11/16/21</b>	<b>Meeting Time: 4:30 p.m.</b>

<b>Meeting Location:</b>	Steamin Joe Coffeehouse
<b>Attendance:</b>	Rick Knepper, Kym Roff, Trisha Young, and Wendy Gehlhoff
<b>Meeting Called By:</b>	Rick Knepper
<b>Type of Meeting:</b>	Board of Directors
<b>Note Taker:</b>	Trisha Young

<b>Meeting Called to Order:</b>	4:30 p.m.	
<b>Approval of 10/18/21 Minutes:</b>	First: Kym Seconded by Trisha	Motion carried and passed unanimous
<b>Approval of Treasurer's Report:</b>	First: Rick Seconded by Trisha \$200 has been put into Great North Bank to open the account for the Chamber.	Motion carried and passed unanimous

### Committee reports

### Motion/Actions

<b>1</b>	<b>Beautification:</b> Motion was made by Kym to order plants like last year, Trisha seconded.	Motion carried and passed
<b>2</b>	<b>Town Rummage: Spring/Fall:</b> Nothing to report	
<b>3</b>	<b>Mud Runs 2022:</b> Nothing to report	
<b>3</b>	<b>Christmas in Florence:</b> <ul style="list-style-type: none"> <li>• Bryan Bomberg will help with tables and donation of \$100 will be made to the Boys Basketball program.</li> <li>• Janitor - \$7.00/hour is our responsibility – start time 9:00 a.m.?</li> <li>• Radio ads start 11/17/21</li> <li>• Donation of \$100 to Middle School for helping move in vendors to school</li> <li>• 75 vendors have signed up</li> </ul>	
<b>4</b>	<b>Membership:</b> 110	
<b>5</b>	<b>Membership meetings for 2022:</b> Will be scheduled April 26, July 26 and December 13	
<b>6</b>	<b>Bylaws:</b> Nothing to report	
<b>7</b>	<b>Old Business:</b> Nothing to report	
<b>8</b>	<b>New Business:</b> Contemporary Center is looking for a donation. Motion made by Trisha to donate \$100 to Shop for a Cop, seconded by Kym. No meeting in December for officers.	Motion carried and passed

<b>9</b>	<b>December Member Meeting:</b> Scheduled for Tuesday December 14 at Dina Mias at 5:30 p.m.	
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<b>Correspondence:</b>	N/A	
<b>Board concerns:</b>	N/A	
<b>Next meeting:</b>	January 17, 2021 at Steamin Joe Coffeehouse	
<b>Adjournment: 5:45 p.m.</b>	First:	
	Second:	

**2022 BOD Meeting Dates:**

January 17	February 21	March 21	April 18
May 16	June 20	July 18	August 15
September 19	October 17	November 21	December 19

**2022 Member Meeting Dates:**

April 26	July 26	December 13
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These minutes submitted by: Secretary: Donna Ebert