

# Minutes

## Long Prairie Area Chamber of Commerce

CHAMBER BOARD OF DIRECTORS MEETING April 16, 2019 4:30 pm at City Hall

Current Executive Board Members: President- Clara Vancura VP- Denita Wisniewski, Secretary- Misty Lemke , Treasurer- Ted Gray

Board Members: John Howard, Todd Ecker, Dave Determan, Andy Otremba, Teresa Sorenson, Ashley Behagg, Stephanie Och, Barb Neumann

Board Members in attendance: Clara Vancura, Denita Wisniewski, Ted Gray, Dave Determan, Teresa Sorenson, Ashley Behagg, Stephanie Och

LPACC Director: Luan Thomas-Brunkhorst

The mission of the Long Prairie Area Chamber of Commerce is to promote, educate & support a vital business community while enhancing and nurturing the livability and community connectedness of the area.

Our Core Values: Promotion of Chamber Businesses, Leadership Development, Proactive Community Leadership, Information Hub

- 1- **Call to Order/Roll Call**
- 2- **Approval of agenda/additions/deletions:** Motion made by Ashley B, second by Denita W; motion carried.
- 3- **Approval of Minutes:** Motion made by Dave D, second by Ashley B; motion carried.
- 4- **Financial Report:** Motion made by Clara V, second by Denita W; motion carried.
  - a. **EDA:** LPACC has been hired to be the interim EDA contact with payment of \$1650 a month
  - b. **Outstanding Memberships:** \$3,100 in outstanding membership fees that we are waiting to come in
- 5- **Introduction of new Community/Chamber Members:** Jeff Berg Financial
  - a. **Possible members:** Lawn Mowing Business's, Grey Eagle opportunities
  - b. **Suggestions:** 8's Bowling (seasonal), Cooked Willow
- 6- **- Tourism Report— OPEN INVITATION:** Eric Streed
- 7- **EDA Report—Government Report- OPEN INVITATION:** City- Ted Gray, Jodi Dixon, County- Rick Utech, School- Jon Kringen, Tammy Cebulla, Bart Rud
  - a. **Ted Gray from City of Long Prairie:** upcoming discussions about ordinances and downtown
- 8- **Presentations—** None.
- 9- **Director's Report-**
  - a. **Facebook-** March/April 1720 = 35 since last meeting, please ask a friend to like our page
- 10- **Old Business**
  - a. **PRAIRIE DAYS -** Met with ARC Electric on Central to look at electrical capabilities. Adam Morril will be preparing 3 temporary outlets for the Chamber, but the downtown light will have to be on. Adam will ask Chad about this. Prairie Days

Map, Parade, Talent and Schedule are ready to print. Game World and Stimulus Pack have been sent their checks to save the date. Volunteer list ready to be sent out. Sponsors : \$6,600. Five Wings grant- \$1,000 for Muralist. Fundraising Goal: \$10,500

- b. Good Morning Breakfast– NEXT: April 18, 2019 @ GRRR Long Prairie: Who can come? Ashley, Stephanie, Ted, Denita, Dave
- c. Talent Advantage Series- planned for September
  - i. Topic: Hiring Refugee's and New American's
- d. Career Advising for LPGE – in the making - meeting with Jon Young again
  - i. Goal is to have forward progress with "Career Light"
- e. Fundraiser-
  - i. Annual Banquet financial report- small profit of \$300 not including cost of publicity and time
- f. Membership renewal update
  - i. See above total for outstanding membership fees in financial section
  - ii. 13 members are not renewing for various reasons
- g. NEW Computer: Russ Olson, Impact Technology found a computer with Window 10 at a much lower cost than what was approved by the board at the last meeting. Lu has been transferring files and working on getting the office set-up.
- h. Signor change – completed from last meeting
- i. Strategic Plan – reviewed main points of plan to stay on goal

#### **11- New Business**

- a. Concert in the Park – Still finding bands to play and will send out information to members once more is available regarding schedule and fundraising
- b. Director Pay increase due to combined EDA/Chamber position – from \$18 to \$20.00. This has not been increased since 2015. EDA monthly pay - \$1,650.00 gross to the LPACC.
  - i. Discussion was had about salary as well as pay schedule and paid time off
  - ii. Motion made by Dave D and second by Teresa S. to increase LPACC director salary at 40 hours a week to \$20.00 an hour to be made on bi-monthly payments with paid vacation. Vote was taken with 1 abstention, motion carried.
  - iii. Additional motion made by Dave D and second by Teresa S to have Lu speak with Phil Gould (accountant) for formal contact between LPACC and City of Long Prairie with inclusion of paid time off. Vote was taken with 1 abstention, motion carried.

**"Board resolution: Be it resolved, that the board approve the increase of Luan Thomas-Brunkhorst wages to \$20.00/hr. effective, April 17<sup>th</sup>, 2019 for increased services request by the EDA and review of her past services. Be it further resolved to pay Luan Thomas-Brunkhorst an annual salary of \$41,600.00(20/hr. x 2080 hours per year) paid bi-monthly starting May 1<sup>st</sup>, 2019 payable on the 15<sup>th</sup> and 30<sup>th</sup> or last day of the month. Be it further resolved that Luan Thomas-Brunkhorst will as a part of her wages receive two weeks paid vacation."**

- c. Chamber Community Gardens Account

- i. Currently four signors which will need to be adjusted to board members who are still on the board and to also include Lu.
  - 1. Motion made by Ashley B with second by Stephanie O. to continue to keep Denita W. and Andy O. as signors, Take off Brian H. and Kelly S. as signors and Add Misty L. and Luan B. . Vote was taken with 1 abstention, motion carried.

1. **11- Adjourn** at 5:37 PM