

Forest City Chamber of Commerce

Board Meeting Minutes,

Wednesday, September 15, 2021

Present: Evan Fritz, Rose Holmes, Brenda Reicherts, Linsey Current, Julie Keely, Karl Wooldridge, Daisey Huffman, Denise Hagen, Steve Chappell, Jason Ramaker, Weston Lohry, Kristin Mikes, Julianna Burkholder. Guests: Beth Bilyeu FCED and Arlene Arndt MBT Insurance. Chamber Director Norma Hertzler

1. **Consent Agenda** – Motion to approve by Evan Fritz, seconded by Steve Chappell, motion carried.
 - a. **Minutes from May, June, and August Board Meetings**
 - b. **Minutes from May, June, and August Executive Board Meetings**
 - c. **Financials from May, June, July, August, and YTD P&L**

2. **New Member Vote** – Motion to approve new member applications for Pyro Pete’s and Cedar Valley Ex-Press, and Winnebago Historical Society by Kristin Mikes, seconded by Brenda Reicherts, motion carried.

3. **Chamber Insurance – Review of Coverage** – Arlene Arndt from MBT Insurance was present via Zoom to give the Board a review of our current coverages and some suggestions for additional coverage like Cyber Coverage and Liquor Liability for events. She also reminded the Board to get copies of insurance certificates from vendors for any Chamber event.

4. **Chamber Report**
 - a. **Welcome Packet** – This is nearly done and is currently Norma and Lacey’s top priority.
 - b. **Available Housing/Rental Information Sheet** – This has been updated with the current policies and availabilities.
 - c. **Hints and Tips for Newcomers** – This is updated.
 - d. **Community Guide** – It is still a work in progress but will be undated and good for a few years to come once published.
 - e. **Member Highlight Videos** – Two of these have already been published, the Forester Salon and Cabin Coffee.
 - f. **Business After Hours** – September was held at Cabin Coffee, Coloff Digital is in October, and the Education Foundation will be in November.

- g. **Parking Lot** – This is complete and included some additional landscaping.
 - h. **Website** – The Member Only section is currently under construction.
 - i. **Motor Night** – Rain and a football game took some participants away but the event still had over 80 entries show up and plenty of people walking the streets.
 - j. **Upcoming Events:**
 - i. Newcomers Open House – November 30th, 3:00 – 6:00pm
 - ii. Chamber Bowl at the Superbowl – March 2022
 - iii. Holiday Local Shopping – Late November
 - iv. Medallion Hunt – 1st week of December
 - v. Forest City Christmas – December 11th.
5. **FCED Director’s Report** – It’s conference season for Beth and Shawn, but FCED has hosted a landlord meeting in the last month to discuss housing programs, incentives, and update the inventory. FCED’s annual meeting is also in September.
6. **Other Business**
- a. **Rate Strategy** – A meeting is planned for the week of the 20th.
 - b. **Forest City Bucks Task Force** – No update.

Motion to adjourn by Weston Lohry, seconded by Steve Chappell; meeting adjourned at 5:00pm.

Next meeting will be October 20, 2021 at 4:00pm

Topic: Chamber of Commerce Board Meeting

Time: May 19, 2021 04:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84631877118?pwd=WGVsSys4Yklacnh0TUVja2l4M3hNZz09>

Meeting ID: 846 3187 7118

Passcode: 687281