

Forest City Chamber of Commerce

Executive Board Meeting Minutes,

October 18, 2021

Present: Linsey Current, Evan Fritz, Julianna Burkholder, Karl Wooldridge and Norma Hertzler.

1. **Consent Agenda will include:**
 - a. **September 2021 Balance Sheet and Profit and Loss**
 - b. **September Board Meeting minutes**
 - c. **Executive Board Minutes from September 18**

2. **New Chamber Members** – DSI (Janitorial Service) and Edward Jones (Frakes).
 - a. DSI is looking to expand their employee base and hire local.

3. **Chamber Report**
 - a. **Member Highlight Video** – American Family Insurance and Forest City Family Dental
 - b. **Business After Hours** – September 14th at Cabin Coffee, October 13th at Coloff Digital, and November 9th at the Forest City Education Foundation at Paddlers.
 - c. **Event Planning**
 - i. Holiday Local Shopping – November 20th Holiday Hop Wine Tasting at Paddlers, Lola’s, and Quilted Forest. Four chamber packages and a local coupon book will be available (Car Lovers, Cozy Winter, Date Night Out, Wine Tasting). Coupon book for Chamber members.
 - ii. John V Hanson Career Center Ribbon Cutting and Open House, October 27th at 10:30am
 - iii. Tree Lighting – December 6th
 - iv. Forest City Christmas – December 11th
 - d. Website Update – Member Only section. Click on the Chamber Member login on the home page in the upper right-hand corner and use the password: growmember2021. This is also where members can go to see the videos that we’ve published.

4. **Chamber Budget 2022** – Norma has begun comparing the budget from last year to this year and will propose a 2022 budget based on what her and Linsey find.

5. **Staffing Update** – Chamber Assistant at 25hrs/week @ \$16.00/hr. Linsey confirmed that based on 2022 projections that this position would fit into our budget. Norma will share the job description with the executive board for edits and critiques.

- 6. Board Member Terms:** A vote will be called at the November board meeting to confirm the following board members whose terms expire.
- a. Linsey Current
 - b. Kristin Mikes
 - c. Aaron Korth
 - d. Sara Meinders
- 7. Other Business**
- a. **Rate Strategy** – Propose to the board a cost of living increase yearly and propose that 6 months of operating expenses are set aside in a cash reserve.
 - b. **Forest City Bucks Task Force** – Meeting to be scheduled.

The meeting adjourned at 12:30pm.

Next meeting will be November 15, 2021, at 12:00pm

Join Zoom Meeting

<https://us02web.zoom.us/j/88652813535?pwd=YWNDDdDAzUnU5OFVneDRlcTNQSGkwUT09>

Meeting ID: 886 5281 3535

Passcode: 107365