



CHAMBER BOARD MEETING MINUTES

Thursday, December 7, 2023
12:00 PM

Board Member	Present	Reported Absence	Unreported Absence	Board Member	Present	Reported Absence	Unreported Absence
Nick Olson	X			Open Position			
Chad Faur	X			Mike Gainor	X		
Bonnie Menigo	X			Shona Hughes	X		
Bridget Algieri	X			Katie Koppy	X		
Julie Samuelson	X			Joshua Miron		X	
Jana Wiener	X			Julie Stevens	X		
				Paige Nelson			X

Guests in attendance:

Lezlie Sauter, Cabina Caffè
Lacy Johnson, Pine Insurance Agency
Bryan Wood, Osprey Wilds Environmental Learning Center
Chris Sellner, WCMP Radio

1. Meeting was called to order at 12:06 PM by Vice-President Nick Olson.
2. Member and guest introductions.

Schueller noted that Lacy Johnson with Pine Insurance Agency will be joining as a new member of the board in 2024. Bonnie Menigo will not be renewing her seat and will leave the board as of 12/31/2023.

3. Guest Presentation

Bryan Wood, Executive Director with Osprey Wilds Environmental Learning Center joined the session today to help share information about his organization and the work that they are doing in the region and across the state. Wood shared a video from Osprey Wilds that highlighted the education services they provide.

For the public, there is an online calendar available on their website that showcases the variety of events that they are hosting. They also allow the public to come in and use their trails. Once we get 6" of snow, the trails are open for cross country skiing or snowshoeing.

They also have space for event rentals. The onsite dorms can house up to 162 people and their dining hall has seating to feed 200 guests.

4. Executive Director Report

- a. Schueller noted that there have been 6 new members that have joined the Pine City Chamber over the last 3 months. We would like to extend a welcome to: Leighton Engage, CITY Laundering, Angel Peterson Bookkeeping, Blue Pine Works, Captives Free Missionary and the American Legion Auxiliary.
- b. Since our last meeting, the City Council directed staff to get the boiler up and running in the building and we now have heat. This will once again provide us with more time to evaluate options for the future of the Chamber Office.
- c. The 2024 proposed budget was presented to the board members at the November meeting. Highlights for changes to the budget include the following:
 - i. Dues increase of \$5 per member for 2024. The last increase was in 2022.
 - ii. Payroll wage increase from \$30,000 (2023) to \$31,750 (2024)
 - iii. New fundraiser raffle added to the 2024 budget to raise at minimum \$3,000 (very conservative number to balance the budget)
 - iv. Addition of office lease expense of \$2,400 as a first step in the office expenditures - may not be enough depending on where we go - but this is the "value" of the space we have currently.
 - v. We removed the wine tasting event as an income source for now as the event was not held in 2023. Our goal is to provide the committee with an opportunity to meet and rebrand what the event looks like to bring back as a new fundraiser.

A motion to approve the 2024 budget as presented was made by Samuelson, second by Gainor. Motion carried.

- d. Schueller presented the December Treasurer Report for review. Expenses this month include Holiday Madness chamber bucks purchases & advertising, final expenses for Citizen of the Year, Chamber Chat, member data management monthly service, and regular payroll expenses. General fund expenses total \$4,243.41. Expenses for the Ambassador Program for winter carnival registration totaled \$977.98; these expenses will be transferred from the respective savings accounts to the general fund. A motion to approve the Treasurer Report was made by Menigo, second by Samuelson. Motion carried.
- e. Schueller also noted that there is a "General Fund Savings" account that has a balance of \$2,237.66. This account has existed since Schueller's hire date and has never been used. There isn't a record of what the funds were earmarked for and Schueller has requested that these funds be moved to the General Checking account at Stearns Bank. A motion to approve the transfer of these funds resulting in the closing of this savings account was made by Gainor, second by Menigo. Motion carried.
- f. A final update from Schueller today was that the Chamber has received 2 resignations from the board that will be effective as of today's meeting. Kim Bever is no longer with Currie, Myers & Associations and Mike Gainor has taken a new position based out of Sandstone that will no longer allow his attendance at our monthly meetings. A motion was made by Faur to accept both

resignations, second by Olson. Motion passed. We thank Kim and Mike for their many years of service on the Chamber Board.

5. Chamber Event Committees

- a. The Networking Committee has scheduled two events for the month of December. There will be a Network 2 Learn event on December 14th that will focus on the Earned Sick & Safe Time laws going into effect on January 1st that will affect all employers that have employees. The second event will be a Happy Hour event on December 21st at which we will hold the annual drawing for Chamber Bucks winners.
- b. Holiday Madness was held on Saturday, December 2nd with a great turnout from participating businesses as well as community members in attendance. Welia Health & Moms on the Run hosted the Ugly Sweater Run this year with 35 participants. Registration for this event was a free will donation to the local food shelf. As a result we dropped off 30 pounds of food and \$85 in cash for the Pine Community Food Shelf. Wiener shared that they gave out 300 cups of hot chocolate in the first half hour of the evening!

6. Business & Community Development Updates

- a. Julie Samuelson shared a Toys for Tots update. The last day to donate toys is next Monday, December 11th. Volunteers will begin preparing for distribution next week by organizing toys. A new connection has been made with the Salvation Army to help with storage of any unused toys to save them for next year's distribution or other needs throughout the year.
- b. Pine Center for the Arts will host their annual Holiday Party on Friday, December 8th. All are welcome!
- c. Three Twenty Brewing Co has some great deals for brewery t-shirts this year for holiday gifts.

7. Other Items

Bryan Wood offered "maple syrup energy shots" for the 2024 Ugly Sweater Run should that event be hosted again next year.

The meeting adjourned at 1:00 PM on a motion from Gainor, seconded by Menigo.