

Pigeon Chamber of Commerce
Board Meeting Minutes
April 12, 2023

Present-Terry Brown, Michelle Shaw, Karen Phillips, Matthew Volz, Emily Nichols, Erica Kish, Lynn Polega, Kayla Benkelman, Kathy McQueen, Erica Reif, and Renee Willis (Huron Daily Tribune)

Terry called the meeting to order at 12:02 pm.

Secretary's Report-March's minutes were reviewed. No corrections need to be made. Lynn motioned to approve, Karen seconds. No discussion. All in favor.

Treasurer's Report-Emily emailed the treasurer's report for March. Balance looks better with membership dues arriving. Balance at \$9749.80. Michelle motioned to approve, Lynn seconds. No discussion. All in favor.

Bills to Pay- 2023 Membership Stickers have been ordered and paid for in April for \$93.28. \$100 is to be paid to WLEW for advertisement. Four emails need to be purchased.

New Business

Nominations for 2023 Secretary Position & Board Member- Karen motioned to nominate Erica R., Kayla seconds. No discussion. All in favor.

Adding Online Pay to Website- Erica R., discussed adding online payment options to website. The 3% card service fees will be passed onto the payee. This will allow all event payments and registration to be completed online. Check/cash payments will still be accepted. Erica R. motioned to add online pay, Kayla seconds. No discussion. All in favor.

Adding Emails- Discussion on adding four emails the chamber website. Emails will be added for President, Secretary, Treasurer, Marketing/Advertising. Position based emails will be created to keep transparency for future officer changes. Matt will get these added. Michelle motioned to approve, Kayla seconds. All in favor.

Member Notifications- Kayla and Michelle will go business to business to recruit non-members. Discussion of adding monthly newsletters.

Farmers' Market- Duane not present for update. Discussion was made. Terry will contact Duane.

Old Business

Chamber's Website Team- Chamber website up and running. A 2-year website builder account was created through Wix totaling \$636.34. Erica will continue to update site with latest information and share to Facebook. Erica R. is waiting on password information for the Chamber's email to continue. Once she has access, we will be able to add Online Payments and Instagram.

Membership Outreach-Discussion on how to add more local businesses for the Chamber to survive. Kayla, Erica R., and Michelle will work on reaching out to non-chamber members.

Advertisement-Renee Willis HDT discussed options for advertising with the 2023 Thumb Traveler Guide. Terry stated due to lack of funding we will not be placing advertisement in the guide. Future discussion can be brought up after summer. Current advertisement with WLEW will continue. Discussion was made about the website and Facebook being our new key places to advertise.

Future Events/Fundraisers-Ladies Night Out postponed for now. Farmers' Market to start May 19th. Kick off Christmas Downtown Business to begin with the Christmas Town Lighting November 24th. Christmas Light Contest voting will take place December 8th. Still need judges. Erica R. to lead Back to School Supply Drive. Drive will start mid-July.

Other Business-None

Terry thanked everyone for attending the meeting

Reminder our meetings are the 2nd Wednesday of each month. The next scheduled board meeting will be held at the Pigeon Event Center on Wednesday May 10th, 2023 at noon.

Meeting adjourned at 1:37 pm