

## February Monthly Meeting Minutes ~ Sunday, February 8, 2015

Due to weather, the meeting was postponed one week from our normal meeting date.

**\*\*Meeting to be held at our new office space in the lower level of the Downtown Exchange Building, 319 Lake Street\*\***

- **Call to Order 6:04 pm**
  - **Members present: Pat Arneson, Liz Darner, Tammy Baltzley, Tory Harmuth, Kathy Knop, Mercia Christian, Carrie Ann Seymour, Dan Buchner**
- **Approval of January minutes (Bob)**
  - January minutes not available due to Bob's illness. Will approve in March.
- **Treasurer's Report (Mercia)**
  - Approved
- **Correspondence and bill paying**
  - Sponsorship request from Horicon Public Library for "Art In The Park"
    - First \$500 paid now, 2<sup>nd</sup> \$500.00 in June
- **Public appearances**
  - None
- **Vote for 2015 Secretary**
  - Nominations: Carrie Ann Seymour
    - Motion made and seconded
    - All in favor; motion was passed.
- **Old Business**
  - **Organization Committee Report (Liz Darner, Chair)**
    - Membership (Liz, Tammy)
      - Cards have arrived. Liz to organize address on spreadsheet and mail out. Liz to do stickers. Cards good for one year after member sign-up (month/year) Businesses and Sponsors receive free membership cards.
      - Need tax exempt form for Staples (Liz)
    - Website development (Roy Smalley)

- Roy's schedule has not allowed him to maintain the site. Liz will try to update the basics.
- **Executive Director Report (Dan)**
  - Grants/fundraising
    - Additional \$500.00 from Deere. We're on track to surpass our \$14,000.00 goal for 2015.
  - Budget Update
    - Additional funds of \$3,860 for JSMF & Parade will be required, but in very good shape to reach goal. Tammy is sending out more letters.
    - Missy, the new grantwriter/intern is currently at work on Two open grants.
  - Booklet update
    - Currently on the press. We should have in our hands by the end of the week.
- **New Business**
  - Approval of budget expenditures
    - Motion was made and seconded for the payment closing costs and realtor fees. Liz and Tammy to email the Board with final costs.
      - All were in favor; motion was passed.
  - Real estate purchase
    - Closing date, Feb 12
    - Down payment, closing costs, realtor fees (completed)
    - Discuss and act on approving Liz and Tammy as authorized signers for real estate transactions
      - Motion was made and seconded
      - All were in favor; motion was passed.
- **Promotion Committee Report (Tory Harmuth, Chair)**
  - Winter Farmers Market (Liz, Kathy)
    - February 11, 4-7pm
    - Ukulele club jam session and other musical performances
  - Marsh Center Candlelight Walk update
    - Crafts were well-received. Over 2,000 people attended.
  - Spell Yeah update
    - Net profit about \$350.00
    - Need a small PA next time
    - Everyone likes Rock River Tap as Venue
  - Winterfest, Feb 15 (Liz, Tammy)
    - Satterlee Clark House, 4-6pm
    - River Bend Ice rink, 6-8pm
      - Tammy to check on Rink condition and lights. Will ask Buzz to add new surface water.

- Comedy Sportz, April 25
  - No update
- Horicon Huk, May 16
  - No update
- Summer Concert Series update
  - Fireworks volunteer to coordinate: Tory and Dan
- Jersey Street update
  - Our Canadian artist is not able to attend. Will be replaced by Sam Wright (Pretty Boy Hefner) from Madison
  - Online fundraising campaign to begin in March(Kickstarter)
  - Dan suggests \$35K for budget moving forward for parade and festival and fundraising
  
- **Design Committee Report (Kathy Knop, chair)**
  - Community Gardens update (Liz)
    - Greenhouse participants
      - Greenhouse open February 15
      - need files for past renters
      - Tory suggests selling plants and ordering supplies for plot renters
  - Holiday Lights/Ice Rink (Liz, Dan, Mark)
    - Ice rink maintenance
      - People are shoveling as it needs it
  - River Bend Park Playground Equipment Upgrade coordination (Tammy, Liz, Dan)
    - Fundraising reminder
    - Tammy suggest School Dance Fundraiser
  - Discher Park Pavilion Restoration (Dan, Liz)
  - Photo op when finished
    - March – full payment to City
  - Little Library Project update (Tammy to speak with Dave Magnussen for spots)
    - April
    - 4 more libraries scheduled for Discher Park, Riverbend Park, Whitney Park, and Bowling Green Park (Tammy)
  - Historical Society
    - No update
  
- **Economic Restructuring Committee Report (Tammy Baltzley, Chair)**
  - Phoenix Grant program report (Tammy)
    - Community Assistance Grant
      - No applicants
    - Small Business Improvement Grant
      - No applicants

- Scholarships
    - Approve new applications
      - All in favor; motion passes
      - Liz to provide copy to Dan for distribution to HHS
  - Real Estate Development Committee (Bob, Tammy, Dan, Liz, Leslie)
    - Real estate update
      - Building purchase – what’s ahead
        - Leases
        - Construction begins in late March
        - photo op after closing
  - Tourism
    - Mayville/Horicon Tourism Meeting recap
    - Marsh Center volunteers, Thank You!
    - Discover Dodge Breakfast, March 3, 7:30am, \$15
- **Non-Action Discussion**
    - 2<sup>nd</sup> Sunday of each month is a great time for committee meetings at the all-you-can-eat buffet at Horicon American Legion Post 157! The next meeting is February 8 at 10am. Topics to be discussed: JSMF/parade, Winterfest, ice rink, and the winter market.
    - Other discussion.
      - New officer “mailbox” trays in office
      - “Dance Hall Days” events included in Phoenix Membership:
        - Comedy Sportz (2)
        - Blues dance
        - Spoken Word night
  - **February monthly meeting**
    - **Sunday, March 1, 2015 at 6:00 pm at the Downtown Exchange office, 319 Lake Street**
  - **Meeting Adjourned 7:25 pm.**