

Phelps Chamber of Commerce Meeting
Tuesday June 1st, 2010
Place: Phelps Town Hall
Time: 6:00pm

Present: Martin Primich, Cindy Spurgeon, Jeanne Brown, Tuckey Requa, Connie McArdle, John Huza, Mary Ann Bickler. Absent: Delnice Hill

Agenda:

1. Call to Order – Meeting called to order by President M. Primich at 6:02 p.m.
2. Verification of Public Notification - Verified
3. Approval of April Minutes – Move to approve C. McArdle, Second J. Brown. Approved
4. Director's Report – Written Report Submitted
 - a. Vilas County Chamber of Commerce meeting in Presque Isle on 5/13. Items discussed: The group agreed on the date for the 2010 Resort Tour- October 14. Now the Phelps Chamber needs to select the resorts/lodging facilities to be included. The Vilas/Oneida County Map is a work in progress. When complete, there will be an on line version which we will be able to link to our website. The new Vilas County Restaurant/Lodging Inspector was present to talk about inspection of temporary food stands. Events at which food is sold (Kickball, radar run etc) are subject to inspection by Vilas County for safe food handling, serving etc. Not for profit groups such as the chamber are exempt for 3 events per year. Events that are held at a restaurant already licensed by the state are also exempt. Director will get a copy of the rules to board members and anyone else who wants them.
 - b. Chamber Director has been asked to be the guest speaker at the June meeting of the Phelps Lions Club. Their meeting will take place on Thursday, June 17 at Northern Exposure. Director will discuss the projects being worked on on behalf of the businesses in our community and how interested persons may become involved by volunteering.
 - c. Last month the board approved paying a \$250 fee to the Gateway 10 Visitor Centers to have our Visitor Guide displayed in the centers located around the state. Guides have been sent as follows: 950 to Kenosha, 100 to Hurley, 50 to Onalaska and 200 to Beloit
 - d. Kiosk phone has been disconnected and removed. Updates to the visitor kiosk will be done via a wireless card that was installed by Vilas County Tourism
 - e. New chamber members: DG House Rental
Motion to approve T. Requa, Second C. McArdle. Approved
5. Treasurer's Report – Written Report Submitted. Checking balance of \$10,175. Payroll liabilities of \$2000. P&L includes April through June 1 activity. Motion to Approve T. Requa, Second J. Huza. Approved.
6. Checking to Director – Director was asked by board to leave the room for discussion. The board voted to approve giving the checking and Quick Books access to Director, Bickler. However, she will not be able to sign checks, just

write them out. Checks will still need two signatures – M. Primich, C. Spurgeon and D. Hill can sign checks. Treasurer C. Spurgeon will work with M. Bickler to make the transition.

7. Rummage-O-Rama – 19 sellers as of the date of the meeting. Ads in Vilas County News Review, Border Bulletin and running on WRJO. Maps to be printed by Grass Lake Images and will include a list of area (member) restaurants that will be open for breakfast and lunch the day of the sale. Chamber will be selling hats from previous years' events and Phelps t-shirts.
8. Kickball – To do list (sent via email to board)
 - Create Registration Packet
 - Follow-up with previous year's teams – let them know current year's information
 - Send a challenge email to chamber members encouraging them to sponsor a team
 - Send news release to local media (paid ads if budget allows)
 - Print Waiver/Release Form
 - Order beer trailer/beer
 - Order food (Sand Lake Pub and the Convenience Store)
 - Apply for picnic license
 - Solicit volunteer referees
 - Solicit volunteers to work in food/beer concessions
 1. 4 people per shift (3 food/1 beer)
 2. 4 shifts of 3 hours each
 3. 8 a.m. to 11 a.m. (Set-up and first shift selling)
 4. 11 a.m. – 2:00 p.m.
 5. 2:00 p.m. – 5:00 p.m.
 6. 5:00 p.m. – 8:00 p.m. (Last shift selling and clean-up)
 - Get keys pavilion keys from town hall
 - Set up food the day before the tournament
 - Mark the field (the day before or day of?)
9. 4th of July
 - Parade Theme: “Memories of Phelps” Floats to depict the history of Phelps or the float-makers memories of Phelps.
 - Board will ask John and Stella Kasky to act as Grand Marshals of parade
 - Parade will start at noon
 - Picnic will start at 1 p.m.
 - Need to plan for kids games (penny search, water balloons, egg toss etc.)
 - Bickler to call Sam's Rental regarding a bounce house for the picnic
 - Food to be ordered through North Bay Cafe
 - DJ – call Jeremiah at Great Escape (1 p.m. To 6 p.m. On the 4th)
 - Chicken Drop – Call Barry at Convenience Store
 - Paddles and/or 50/50 drawings (Bickler to get tickets)
 - Order Beer/Beer Trailer From Miller
 - Signs from Miller
 - Bickler to send News Release re: days events

10. Farmer's Market – Market will start on June 15. Bicker has sent news release to local media, chamber members and Vilas County Chamber of Commerce members. Contacted Wolfrack Design about signs for the corner lot. Waiting for quote. Bickler will contact vendors in Land O' Lakes and Eagle River to let them know about Phelps event.
11. Business Identification – M. Primich shared a letter he wrote to send to current chamber members asking for their help in identifying businesses in Phelps. Will get letter to M. Bickler to send to members. C. Spurgeon stated the Community Development Committee is developing a three questions survey for local businesses asking what the chamber and community development can do to help. C. Spurgeon asked if M. Bickler would be willing to send out letters and make survey phone calls. Bickler said she would.
12. Ideas – Business / Events – Ideas for new events include: “Northwoods Triathlon, one day music festival, weekly summer street dance and cook-out, outdoor movies. M. Primich stated that we need to show the Town Board we are working to be more self-sufficient. M. Primich also stated we should check into the possibility of a room tax. M. Primich would like to create a restaurant survey for customers to complete. Chamber would use the results of the survey to help restaurants.
13. New/Old Business – Bickler is received a quote from Grass Lake Images for light pole banners. Waiting on quote from Wolfrack Design. Once that is received, the board will have three quotes and will select a vendor for the project.
14. Next Meeting Reminder – Interim meeting at the Chamber office on 6/17 at 4:00 p.m. Next regular meeting July 6 at 6:00 p.m. At the Phelps Town Hall.
15. Adjourn – Motion to adjourn made by C. McArdle, Second by J. Brown. Meeting adjourned at 7:40 p.m.

Respectfully submitted;
Mary Ann Bickler
Director – Phelps Chamber of Commerce