



February 2023 Iron County Economic Chamber Alliance Trustee Meeting Minutes

- 1) Call to Order by President Mike Bjork (3:01 pm)/Roll Call
 - a. Trustees Present: Mike Bjork, Nikki Hebert, Scott Abata, Becky Waters, Hannah Goodman, Justyna Skolasinski
 - b. Trustees Excused: Katie Clark, Rick Kinsey, Anthony Dallavalle, Kevin Schmutzler
 - c. Others in Attendance: Director Zach Hautala and Assistant Director Brett Smithson
- 2) Agenda Approval – 1) Hannah 2) Justyna – All in Favor
- 3) Approval of January Minutes – 1) Becky 2) Nikki – All in Favor
- 4) Financial Reports
 - a. December 2022 & 2022 Year End Financials – 1) Hannah 2) Scott – All in Favor
 - b. January Financials – 1) Becky 2) Scott – All in Favor
- 5) Old Business
 - a. RV Park/ICECA Signs
 - i. Tabled until actual quotes are received by ICECA.
 - b. Marquee Sign
 - i. Zach stated that the marquee sign in Iron River that is owned by the city but is operated by the ICECA is now fixed. Nicolet Sign figured out what was wrong, ordered the new parts and installed them. This was 100% covered by the Iron River DDA.
 - c. Christmas Lights
 - i. Zach presented 3 different options for lights for the Christmas tree outside of the office. It was suggested that we go with the same design that is outside the Iron County Courthouse every year. Becky asked about lights just for the

Christmas tree and get strip lighting on our building we can keep up year-round and change colors for different events. Zach stated he will look into those types of lights. There was a motion made by Becky and a second by Nikki that we purchase the same lights as the Courthouse up to \$1402.00 before the 20% off that was offered by the company. All trustees were in favor.

d. 2023 Budget

- i. The 2023 budget was presented to the board. Becky asked how many cellphones were used in the office and who the phone and internet provider was. Zach gave her those answers. Mike explained that per diem was looked into for Zach and Brett, but it was decided that they get mileage for both in Iron County and outside of Iron County. There was a motion by Justyna and a second by Hannah to accept the 2023 budget. Roll call was taken: Ayes – Mike, Scott, Nikki, Hannah, Justyna, Becky. Nays – None. Motion carried.

e. 2023 Strategic Plan

- i. Both Zach and Mike explained to the board the idea of the strategic plan and the 5 pillars that are located within the plan. There was a discussion on sub-committees and the pros and cons with them if the board decided to go with them. Becky stated that they could choose sub-committees that they have a passion for, as for her she would like to work with tourism and tourism growth. There was a motion made by Becky and a second by Nikki to accept the 2023 strategic plan as presented. All trustees were in favor.

f. ICECA Employees Variable Income Goals

- i. Tabled until March.

g. ICECA Employee Contracts

- i. Mike explained the contracts. It is a year-by-year contract with the variable income goals of the contract to be set no later than the March 2023 meeting. Becky said that when the wages of the contracts are broken down, Zach is making \$20/hr and Brett is making \$15/hr and she hopes that in the near future, there can be something done to increase those wages. There was a motion by Becky and a second by Justyna to accept the ICECA Employee Contracts. Roll Call was taken – Ayes: Mike, Scott, Nikki, Hannah, Justyna, Becky. Nays: None. Motion Carried.

h. ICECA Employee Job Descriptions/Duties

i. Tabled until March to be presented with Variable Income Goals.

i. Fast Track Grant Program

i. Zach stated that he would like this to open to potential businesses by the end of February. In the past, it was open for 4-6 weeks, so he is hoping by the end of March or early April to end the program and start reviewing applications.

6) New Business

a. Terms of Trustees

i. Mike Bjork

1. Mike was nominated by Scott and seconded by Becky to serve another 3-year term on the board. Mike accepted and all trustees were in favor.

ii. Nikki Hebert

1. Nikki was nominated by Justyna and seconded by Mike to serve another 3-year term on the board. Nikki accepted and all trustees were in favor.

b. Acceptance of Katie Clark's Resignation

i. Katie has been weighing options on staying on the board or not after she accepted a higher role at her current job. She did not think it was fair to the board and the ICECA to stay as her time commitment was limited. There was a motion by Becky and a second by Nikki to accept her resignation. All trustees were in favor.

ii. Mike brought up that he would like to get Katie and Mark a certificate of appreciation for their time with the ICECA as well as a \$100 gift certificate to Alice's in Iron River. There was a motion by Becky and a second by Hannah to get the certificate of appreciation and the gift certificate. All trustees were in favor.

7) Chamber Update

a. Zach gave a verbal update to the board.

8) Visitor Comments

a. No visitors were present.

9) Trustee Comments

- a. Mike asked that we re-arrange the jobs on the job listings so that more professional jobs are higher up on the list. He has heard some comments that the service industry is listed about some jobs from Trident, and it should be the other way around.
- b. Becky said we could still post the master list of jobs but then highlight certain jobs on certain days of the week.

10) Adjourn

- a. Motion made by Hannah and a second by Nikki to adjourn the meeting (4:25 pm).

Meeting Minutes Submitted by Assistant Director Brett Smithson