

LUXEMBURG AREA CHAMBER OF COMMERCE

Board Meeting Minutes — September 23, 2026

Location: NWTC Luxemburg, Hwy 54 | *Time Called to Order:* 2:00 p.m.

Roll Call

- **Present:** April Konitzer (President), Alex Stodola (Secretary), Susan Heim (Vice President), Dr. Travis Lange, Tammy Brunette, Dr. JoEllen Fairbanks, Jordan Ebert (arrived 2:16 p.m., establishing quorum).
- **Absent:** Jean Dax (Treasurer), Garret Jesko, Kelly Froelich, Ted Stodola, Kathy Anderson.

I. Approval of Agenda and Minutes

- **August 24, 2026 Minutes:** The draft minutes prepared and circulated by April K. were reviewed.
- **Decision / Action:** Motion to approve the August 24, 2026 minutes made by JoEllen F.; seconded by Travis L. **Motion carried unanimously.**

II. Treasurer's Report

- **Hiatus on Financial Statements:** Formal income statement and balance sheet were placed on hiatus until the October meeting due to the absence of Treasurer Jean D. Light account activity was noted in line with normal seasonal lulls.

III. Old Business

- **Chamber Budget 2027:**
 - Discussion was initially tabled pending a quorum of the 12-member board (bylaws require a majority of 7 directors; quorum was attained upon Jordan E.'s arrival).
 - April K., Travis L., and Alex S. reviewed the budgeted **\$1,000 marketing allocation**. The board agreed to form an ad-hoc marketing subgroup to draft a focused digital outreach and newsletter strategy for 2027.
 - April K. reported on retaining independent external accounting services for 2027.
 - **Decision / Action:** Motion to approve and adopt the 2027 Chamber Budget as presented made by JoEllen F.; seconded by Susan H. **Motion carried unanimously.**
- **County Education Award:**
 - Formally titled the *Kewaunee County Excellence in Education Awards*, with the inaugural event set for March 10, 2027, at Northbrook.
 - The Chamber must assemble a 3- to 5-member evaluation reader panel.
 - **Decision / Action:** Tammy B. and April K. volunteered to serve as readers. Alex S. will email the chamber membership to invite 1–3 additional volunteers or retired educators. JoEllen F. will supply evaluation rubric materials.
- **September Workshop Review:**
 - Garret J. cancelled the September fraud prevention workshop due to low registration. He wishes to reschedule for a future date. Alex S. noted that shifting times to early morning (8:00 a.m.) or post-5:30 p.m. will better fit small business schedules.

- **October Tour / Showcase:**
 - Discussion covered past manufacturing showcases (N.E.W. Plastics, Forest Construction, D&S Machine) and current options (such as McMahon Funeral Home or autumn farm markets).
 - **Decision / Action:** Due to limited promotional runway, formal facility tours are placed on hiatus for late 2026. The Chamber will instead cross-promote the Meadowbrook Church ribbon cutting/open house on October 23, 2026, at 4:00 p.m.

IV. New Business

- **Chamber Awards (Current Status & Next Steps):**
 - Alex S. reported receiving 4 nominations to date. The public portal will maintain an October 15 cutoff date.
 - The board confirmed 2026 is the final year of the Spartan Spirit Award before full integration into the county education program.
 - **Decision / Action:** Award selection meeting scheduled for November 4, 2026, to finalize winners and coordinate photo opportunities prior to the December banquet. The board will evaluate adding an additional category for 2027.
- **Annual Dinner Meeting & Elections:**
 - **Date & Location:** Tuesday, October 27, 2026, at 5:30 p.m. at The Rendezvous (\$15 registration per attendee). April K. will deliver the annual executive overview.
 - **Officer & Board Elections:** Elections will be held October 27. Officers reviewed bylaws regarding term limits (2-year terms, maximum 3 consecutive terms). Alex S. will distribute confirmation/nomination forms to board members and general membership.
 - **December Christmas Party:** Anticipating rising meal costs at Northbrook, registration will likely adjust to \$30 per attendee (up from \$25). April K. will confirm with Karen M.
- **Pursuit of Place Summit:**
 - Tammy B. and Travis L. reported on the UW-Extension summit held at Lambeau Field, highlighting *creative placemaking* and *creative placekeeping*.
 - Potential community projects discussed: Ahnapee State Trailhead amenities (bike racks and dining wayfinding), historic walking tours/murals honoring local heritage, "Unlock the Block" pop-up plazas, and recreational facility revitalization (community center gym and Fireman's Park).

V. Other Topics

- **Workshop Survey Feedback:** Alex S. reviewed survey results showing preferences for 8:00 a.m. breakfast roundtables or after-work sessions. Primary member interests include customer growth/local marketing, employee retention, and succession planning.
- **School District Referendum Briefing:** JoEllen F. provided details on the upcoming Luxemburg-Casco 3-year non-recurring operational referendum (\$1.8M/year renewal with zero mill-rate increase). Without renewal, 13 full-time and 5 part-time positions face reduction.
- **Village Gateway Signs:** Discussion on wooden welcome signs needing repainting. Agreed this is Village property, but the Chamber will offer cooperative support if requested.

- **Award Gift Baskets:** The Chamber will coordinate 1–2 sponsored community gift baskets for local educational honorees in spring 2027.

VI. Adjournment & Upcoming Schedule

- **Decision / Action:** Motion to adjourn made by Tammy B.; seconded by Travis L. **Motion carried unanimously.** Meeting adjourned at 3:23 p.m.

Date & Time	Meeting / Event	Location
October 23, 2026 – 4:00 p.m.	Ribbon Cutting & Open House	Meadowbrook Church
October 27, 2026 – 5:30 p.m.	Annual Membership Meeting & Elections	The Rendezvous
November 4, 2026 – 2:00 p.m.	Award Selection Meeting	NWTC Luxemburg
December 4, 2026 - 4:00 p.m.	Santa Claus Visit	Village Hall
December 5, 2026 - 5:30 p.m.	Chamber Christmas Party	Northbrook Golf & Grill

Minutes recorded and prepared by Alex Stodola, Secretary