

Dell Rapids Chamber of Commerce

Date of meeting: June 11, 2024

6:30 PM River Community Church

Chamber Board Members in Attendance: Officers: President-Amber Larson, Vice-President: Nate O'Bryan, Treasurer: Diana Lightner, Secretary: Tammy McKillip. Board Members: Mark McGraw and Theresa Durfee

Others in Attendance: Mayor Tom Earley-City Liaison & Janet Degraw

The meeting was called to order by President Amber Larson.

Approval of Minutes: Mark made a motion to approve the May Secretary minutes as printed; second by Jessica; minutes approved.

Treasurer's Report: Diana provided report: Deposits \$2062.92, Expenses \$6327.88. Nate made a motion to approve the Treasurer report; second by Tammy; report approved.

Guests to be Heard: Tom Earley gave update on dedication of new city building & confirmed city employees will be in the new building the last week of June & the Chamber can move in at any time.

Old Business:

1. **Travel SD Co-op Marketing:** Option #2/\$750/Day was approved by email vote. Still waiting for further details.
2. **Quarry Days:** Committee provided updates. Amber resent Sign Up Genius link to sign up for QD events, more volunteers are needed ASAP. Marketing is a work-in-progress. Thank you cards will be sent again this year. Amber, Nate & Theresa will be on Keloland Living 06/19 to promote QD.
3. **Move to New City Building:** Amber & Nate met with Tom Early & Steve McFarland on chamber office details in the new city hall building. It was confirmed not to worry about expenses in new building as of right now. After 1 year, expenses may be reevaluated.
4. **Dells Theatre Ad:** We will use our one annual ad change for Christmas at the Dells. We will complete the general ad for 2024.
5. **Combining Cootie Days/QD for future:** Discussed in brief as many logistics & questions still. Will continue discussion at future meetings.

New Business:

1. **Training Documents:** Sara has started updating documents on the Administrator's responsibilities. Tammy agreed to review these procedures.
2. **Quarryfest & Homecoming:** It was decided last meeting to cancel the Wine & Wander and discuss other ideas/events to promote businesses. An idea was discussed to promote businesses during homecoming. It was suggested a survey be sent to businesses to gather ideas on ways to promote their businesses. Other suggestions were brought up such as a City Wide Pot Luck or Hot Dog Days. A committee will be created & a tentative date was set for 09/21/24.
3. **Citizen of Year:** The 2024 COY has been selected. Diana & Tammy provided update & confirmed the QD events the new recipient would be participating in.

Administrators Report: Sara was not present, items were discussed in brief.

1. **City Council Meeting:** Sara is attending these on a regular basis. She will attend the next scheduled meeting, Monday 06/17 @ 7:30 PM.
2. **Quarry Days TAP Grant:** It was decided no TV ads would be ran. An update was given on type of ads which would be ran (i.e. Keloland/DakotaNews Now impressions, Shopping Guide, Dells Journal). Grant funds will be used to cover marketing for 2024. If all funds are not used, they will need to be returned to the state. We applied for the 2025 grant, but were not selected. The Chamber will need to budget for all marketing costs next year.
3. **New Members:** Sara is working to get new members. She will reach out to Eye-Site & BXCC to determine if they would like ribbon cuttings for their new spaces.

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4. Membership Renewals: Sara is working on membership renews. Diana will work on sympathy gift for Jamie Monroe from Tranquil Lotus Massage.
5. Welcome Letters/Renewing Member Letters: Sara has created these & have been reviewed by Amber and Nate. Tammy agreed to provide a 2nd review as needed.

Upcoming Events:

1. Quarry Days: June 21-23, 2024
2. Trail Ride: September 8, 2024 – Jessica offered to lead this event
3. Homecoming Parade: September 13, 2024

Adjourn: Jessica made a motion to adjourn the meeting; Mark seconded.

Next Meeting: July 9, 2024, 6:30 pm, River Community Church

Minutes Taken By: Tammy McKillip