

BOARD MEETING AGENDA
Manhattan Chamber of Commerce

August 11, 2026,
3:30pm

Roll Call- Christine, Dana, Donna N, Justine, Marie, Kristy

Absent- Donna B, Mandie

Start time 3:41pm

Approval of Consent Agenda

M1: Donna N M2: Kristy

- July 14 2026 Minutes
- July Treasure Report
- July Administrative Assistant Report
 - Current Membership - 108
 - New members: Living Waters Children's Center
 - Ladies Night- Almost full
 - Taste of Fall and Holiday Bazaar emails went out 8/5/26 to past vendors. They have until 8/14 to reply, will post publicly on 8/17 for anyone to apply
 - Sponsors: Ladies Night bags or any sponsorships

Old Business

- Banners: New Subway banner is at the village. For the future, a letter to the village spelling out the terms. Oct-March orders. March 1 place order. March 15th orders to Ace. Back from Ace April 15th. May 10th to the village. Hung Memorial Day through November.
- Sponsorship packet: Keep promoting
- Graphics for websites: Sent to businesses?
- Young Entrepreneur Day went well
- Public Safety Night: rescheduled? TBD?

Overview of Upcoming Events

- September- Ladies Night 9/2: McDonalds MSD114 event same night. Bags are ordered. Finalized 21st bags by 28th. 32 vendors 7 food trucks. Cups from last year \$10. \$900 from vendors. 4-6pm Christine and Mandie. 6-8pm Donna N and Donna B
- October- Taste of Fall Artisan Market 10/3: Fire station parking lot 3-7pm. Marie 1-3pm set up. 7-8:30pm take down Donna N & Justine.
- November-Snowman Stroll 11/1, Light Up Manhattan 11/1, Letters to Santa 11/30: tabled for now.
- December- Holiday Bazaar 11/20-21
 - Friday Night: 4-6pm Christine 6-8pm Christine
 - Saturday: 7-9am Christine, 9-11am Marie Donna N, 11-1pm ?, 1-3pm Kristy Dana, 3-5pm Christine
- Hot chocolate and cookies 12/5: sponsored by Fellers

Mixers

- September 29- Manhattan Township Historical Society
- October 27-All Business Connect, Speaker Edward Jones, location TBD/park district. Touch base with Kristen. Vote for new members by Oct 20th
- November- no mixer

Items for Discussion

- 2027 Mixers: Feb 23 March 23 May 25 June 22 July 27 Sept 28 Oct 26 (no mixers Nov/Dec)
 - 6 to 6:30pm mingle. 6:30pm intros
 - Make mixer sign up for Oct meeting
- 2027 All Member Meetings: April 27 Oct 26
- Order more promotional items
- Saturday availability for events: As board members we are expected to attend as much as we can
- Mid-year budget review: Banners? Nov meeting
- Website admin: \$65/mo. Check into that
- IRS audit for 2023-2025 for minutes and some financial. Burns was given the ok to give information.

Board Members

- President
- Vice President
- Secretary
- Treasurer
- Directors

End Time: 5:28pm

M1: Marie M2: Kristy

Committee Chairs

- Member Mixers-Dana
- Chamber All Business Connect meeting-Kristen
- Welcome Bags-Donna N and Donna B
- Heritage Fest Craft Fair-Christine and Mandie
- Ladies Night Out-Kristy and Marie
- Taste of Fall craft show-Christine and Mandie
- Christmas on State- Marie and Kristy
- Holiday Bazaar-Christine and Mandie
- Snowman Stroll-Kristen and Marie