

**Present:**

Corey Cagle  
Justin Bristow  
Don Garchow  
Amanda Milheim  
Bryonna Barton  
Chris Rupp  
Heather Warren  
Tim Comer

**Executive Director:**

Vacant



**November 20, 2025  
Meeting Minutes**

**Absent:**

N/A

**Guests:**

Mackenzie – Foster Coffee  
Madison – Top Notch Tree Care

***Meeting call to order by Don Garchow @ 7:35 AM @ City Hall***

***Next meeting December 18, 2025 @ 7:30 AM @ ERMCC***

**Secretary's Report**

Amanda presented the meeting minutes from October's board meeting for review. ***A motion was made by Justin Bristow to accept the meeting minutes as read. Heather Warren seconded. Motion passed.***

**Treasurer's Report**

Justin presented the financial report to the board. A \$1,000 donation for the parade was received from Glenn Buege. We also welcomed a new member, Mark Sutton. Justin submitted the payment for the golf outing and paid the \$1,500 for the FOX47 holiday campaign. ***A motion was made by Corey Cagle to accept the Treasurer's report and seconded by Bryonna Barton. Motion passed.***

**President's Report**

*The President Report was led by Don Garchow.*

**Letter of Resignation** – Don presented his letter of resignation from his role as President and from the Chamber Board.. ***A motion was made by Justin Bristow to accept the letter of resignation. Bryonna Barton seconded. Motion passed.***

**Hometown Family Christmas** – Corey presented the physical copy of the event booklet for Hometown Family Christmas. There are currently 21 parade entries. The DJ has been paid, and the TV campaign has been completed. Bill DeFrance will not be able to serve as Grand Marshal, and Suzy has accepted the role instead. Corey will ask if she is willing to read *The Night Before Christmas*. Glenn Buege has agreed to provide a truck for the event, and Corey will look into ordering a new Grand Marshal magnet for it. Corey will need help with lineup starting at 4:45 PM, and Don, Justin, and Bryonna plan to volunteer.

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**Ribbon Cutting** – Wildest Dream Designs ribbon cutting is set for Wednesday, Dec. 3 at 4 PM. The new company is a print design company that just moved into town across from Quality Dairy.

**Banners & Decals** – Amanda and Justin will work on creating new banners and decals for the chamber to replace the old branding. They will get quotes and present them at the next board meeting in December 2025. They will look into seeing if Wildest Dream Designs can do it. The vote has been tabled to next month.

### **Board Reports and Information**

*The Report was led by Don Garchow.*

**Membership Committee Update** – The rough draft of the new membership packet will be presented at the board retreat in December. The board will review the packet at that meeting and determine what information should be added or removed. The Q&A session at Early RisERs on November 21 will give the board an opportunity to gather feedback from members to help guide improvements and additions to the packet.

**Letter of Interest** – Mackenzie Nichols, the new manager of Foster Coffee, has shown interest in becoming a part of the Eaton Rapids Area Chamber of Commerce. She will provide a letter of interest within a week, and she will be included in the next Chamber newsletter for members to review. Members will have one month to veto her appointment to the board. If no veto is submitted, the Chamber board will vote on accepting her to the board at the next scheduled meeting.

**Member Interest** – Madison from Top Notch Tree Care has expressed interest in having her company join the Chamber. She will seek internal approval first and then proceed with the membership application.

**Chamber Bank Account** – *Justin Bristow made a motion to remove Don Garchow from the ERACC bank account and Add Bryonna Barton to it. Corey Cagle seconded. Motion passed.*

**Ribbon Cutting for Wildest Dreams Designs on December 3 at 4:00 PM**

**The next Early RisERs is on Friday, November 21 at Fosters Coffee**

**The Annual Chamber Board Retreat is on December 18 at Eaton Rapids Medical Center at 7:30 AM**

**Meeting adjourned by Don Garchow at 8:27 AM**

**Submitted by: Amanda Milheim**

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