

**Economic Development Meeting Minutes
Monday November 25, 2013**

1. Meeting called to order at 7:35 a.m. by Chairperson Pastor Joe Mills.

2. Pledge of Allegiance

3. Roll Call - Darlene Barber, Ron Brown, Lorijo Fergle, **Village Chamber of Commerce Liaison** Bruce Horek, Kandice Jacobs, Pastor Joe Mills, , **Village Representatives- Trustee** Frank Perry, **Director Community Development-** Melissa Headley,

Members not present- Allison Muzal

4. Opening Public Participation and Comments- No public present. However, Pastor Joe Mills spoke with resident and architect Gail Cavanaugh, who is interested in assisting the EDC and she's offering to submit plans for any fascia or façade initiatives going forward.

5. Active Agenda

A. Approval of Minutes

Errors were observed on the September 16th Summit meeting minutes, a correction needed on the spelling of Allison Muzal's name; also the minute's heading should read Summit meeting, not Summer; all corrections noted. A motion was made by Ron Brown to approve the minutes of the September 16th Summit meeting, second by Lorijo Fergle all in favor, minutes were unanimously approved. Also, approval for the November 11th meeting is in order. A motion was made Darlene Barber to approve the minutes of the November 11th meeting, second by Bruce Horek, the minutes were unanimously approved.

B. Motion to Refer to Village Tree Replacement Program (phase one of Tree Planting Program)- A motion was made by Lorijo Fergle for the Economic Development Committee to refer phase one of the Tree Replacement Program to the Village Board for review and consideration, second by Kandice Jacobs; all in favor, motion carried. Discussions were also held regarding specifics of tree placement.

6. Updates from Village Management- Melissa Headley's report given. Also, mentioned in her report, the Village Board has adopted the Façade Program for Fiscal Year 2014, a budget for a budget of \$65,000.00, providing \$7,000.00 per applying businesses. The Christmas Tree Lighting event will be held on December 4th and 5th at the Park District.

7. Updates from Village Chamber of Commerce- Bruce Horek not available for the last Chamber meeting; however, Pastor Joe Mills mentioned a detailed report

was submitted to the Chamber Board and they're interested in the Façade Program.

8. Old Business (Discussion Only)

- A. Signage RFP updates especially Language/Wording for District and Signs:**
Ideas and discussions held on naming districts and signs.

Chairperson Mills request permission to hold only one meeting in December on the 9th, and no meeting on December 23rd in acknowledgement of the Christmas Holiday; all in favor. EDC will not hold meeting on December 23rd.

- B. Business Summit (Where? When? Who?):** Discussions held on logistics and planning of the next Business Summit; months targeted for summit either March or April (dtbd), time, scope of meeting, and layouts were discussed. Continued discussions will be held at our next meeting.

- C. Guidelines for Grand Opening/Re-opening for Businesses, Ribbon Cuttings:**
Kandice Jacobs provided handout of Ribbon Cutting Guidelines format for review and discussions for the next EDC meeting.

- D. Tree Planting Program:** Discussions held.

- E. Façade Grants:** Discussions held.

- F. Policy Development about Business Events/ Promotions for Calendar/Website:** Deferred until our next meeting.

9. New Business: No new business.

Adjournment: Darlene Barber motion to adjourn, second by Larijo Fergle, meeting adjourned at 9:04 am.