

**Village of Richmond
Economic Development Committee
Meeting Minutes
15 January 2009**

Call to Order: The meeting was called to order at 6:37pm by Sherrie.

Members Present: Sherrie Gallas, Libby Pearson, Cindy Walleck, Lauri Olson

Other's Present: Tim Savage

Approval of Minutes: Libby made a motion to approve the minutes of the December 11, 2008 EDC meeting. This motion was seconded by Sherrie with a 4-0 vote to approve.

Announcements and Correspondence:

Village Administrator Update

There were no updates to discuss.

Other Announcements/Correspondence

Correspondence was received from the McHenry County Convention and Visitor's Bureau regarding the benefits that the Village receives by being members of this organization.

Additions and/or Deletions:

None

Budget Report:

Sherrie provided a January EDC budget update. Lauri will contact a vendor about an amount charged for services to the Village. Sherrie will remind Village Staff that invoices should only be paid after EDC approval. Lauri motioned to approve the budget, which was seconded by Libby. The budget was approved 4-0.

New Business:

None

Old Business:

"Tourist Brochures": Committee members discussed the need for stickers showing the location of Richmond on the "Tourist Brochure". Libby made a motion to not purchase the map stickers, but that subsequent printings of the brochure should include a map. This motion was seconded by Lauri. The motion carried with a 4-0 vote to approve.

"In-Town Brochure": Lauri provided the committee with a quote from Minuteman Press to print this brochure. The brochures will be printed on antique-colored paper with brown ink. Libby made a motion to approve printing 1000 of the "in-town" brochures at Minuteman Press for a cost of \$224.25. This motion was seconded by Sherrie. The motion was approved with a 4-0 vote.

Banners: This topic will be revisited during the March 2009 EDC meeting.

McHenry County Convention and Visitor's Bureau (MCCVB)

Sherrie will contact MCCVB to obtain the new MCCVB brochures. The EDC members will reconsider the benefits of the Village being members of the MCCVB at the March 2009 EDC meeting.

Contact information for Vendors

Lauri provided contact information for all current EDC vendors. It was also decided that the June 2009 EDC meeting will be dedicated to advertising.

Billboards

The topic of billboards will be revisited at the June 2009 EDC advertising meeting. Libby suggested and all members agreed that all money currently dedicated to billboards in the budget and any remaining advertising money be used for signage. EDC members are to create a list of points of interest which would require directional signs.

Website

This topic will be revisited during the February 2009 EDC meeting.

Business District Planning

This topic will be revisited during the February 2009 EDC meeting

EDC Goals and Objectives

Lauri provided the EDC members with a prioritized list and descriptions of each EDC goal and objective. This revised list will be presented to the Village Board for consideration and approval.

Public Comment: Businesses downtown are happy that the snow was removed from the downtown district.

Reports: Cindy reported that the Memorial Hall Visitor's Center is not being opened on mornings. She will contact Village Works about performing this function. Additionally, Cindy reported that the planning for Memorial Hall Casino Night is progressing.

Recommendations to Board: Lauri will present the EDC Goals and Objectives to the Village Board at the next Village Board Meeting.

Adjourn: Libby made a motion to adjourn the meeting at 8:05pm, which was seconded by Cindy with a 4-0 vote to approve.