



Business Development Commission
Meeting Minutes
December 11, 2019 6:30 p.m.
Hampshire Village Hall

Call to order at 6:35 pm

Present: Commissioners Bill Swalwell, David Pizzolato, Elaine Thomas and Trustee Ryan Krajecki

Absent: Susie Kopacz & Ian Lamp

Also, in attendance were: Trustee Reid, Trustee Koth, Village Administrator Hedges, Commissioner Rossetti and Hampshire Area Chamber of Commerce President Kelly Meloy

Meeting Adjustments:

- The Commission swapped agenda items 4 & 5 and added the following topics to the agenda:
 - Main Street Conference Attendance
 - Property Maintenance

Public Comments:

- None

Meeting Minutes Approval From 11/13/19 & 11/16/19:

- The commission reviewed and had some corrections to be made.
- Commissioner Pizzolato moved to make a motion to approve 11/13/19 meeting minutes with corrections.
 - Second by Commissioner Thomas
 - Motion carried by voice vote:
 - Ayes: Swalwell, Pizzolato, Thomas and Krajecki
 - Nays: None
 - Absent: Kopacz & Lamp
- Commissioner Pizzolato moved to make a motion to approve 11/16/19 meeting minutes with corrections.
 - Second by Commissioner Swalwell
 - Motion carried by voice vote:
 - Ayes: Swalwell, Pizzolato, Thomas and Krajecki
 - Nays: None
 - Absent: Kopacz & Lamp

Marketing Brochure Discussion

- With the PR Commission in attendance, the Commissioner Pizzolato walked the group through the recommended layout of the new business brochure. Trustee Reid agreed that the PR Commission will take the lead for the development of the brochure with the

assistance of Commissioner Pizzolato and Jeanie Mayer. The smaller group will plan to meet the week of 1/6/20 to organize the content development, for review at February's BDC meeting.

Main Street Program

- Trustee Krajecki reinforced the positive comments made from those who attended the meeting on 11/16. The group felt that the BDC needs to get the word out to our residents of all the great work we are doing.
- The BDC will formulate content to be shared with both the PR Commission and the Chamber of Commerce to be shared out on a monthly basis to their respective audiences.
- Trustee Krajecki will begin to put together a summary of topics for the BDC to provide.

LOIS Update

- Trustee Krajecki reviewed our current struggles in getting the technical support needed to get our LOIS page active. Trustee Reid agreed to take a look at the site and evaluate if he could build out the page. In addition, we will investigate if there are resources from the state to support the build out.

Beautification Committee Report

- Commissioner Swalwell presented the following updates to the façade program.
 - Petersen Fuels – Work is basically complete, and the final invoices will be submitted. The Commission felt the work was well done.
 - Speckled Fawn – Work seems to be at a standstill and the Committee is still awaiting a formal application to be submitted. Trustee Krajecki will reach out to the building owners.
 - Former Laundromat – The building has been purchased and gutted, as the new owners will be operating a dog rescue. The current building owner is interested in updating their façade, but no formal application has been filed.
 - Chiropractor – The current building owner is interested in updating their façade, but no formal application has been filed.
- Commissioner Swalwell also shared that the wayfinding sign proposal will be reviewed on 12/16 at the beautification committee meeting.

Hampshire's Very Own

- The new schedule is as follows of the company profiles to be showcased:
 - Stitching on State (January)
 - Luxor Nails (February)
 - Incredible Builders (March)
- The Commission agreed that we should begin to expand our scope to include volunteer organizations

New or Existing Business Update

- The Laundromat is converting to a dog rescue and the Commission is excited about the possibilities for the involvement in the community
- There are new industrial businesses going into the industrial park on Ginn Rd.

Main Street National Conference

- The Commission discussed the idea of sending one Commissioner to attend the Main Street Organization National Conference in Dallas this spring. Everyone agreed that we think it is a good idea and that the representative could bring topics to be discussed from different departments within the Village. Trustee Krajecki will discuss it at the next Village Board meeting.

Property Maintenance

- Trustee Krajecki advised Village Administrator Hedges that the Village would like to proceed with the creation of an ordinance enforcement program. Currently the villages of both Pingree Grove and Genoa are interested in partnering in this program.

Adjourn

- Commissioner Swalwell moved to make a motion to adjourn at 8:52
 - Second by Commissioner Pizzolato
 - Motion carried by voice vote:
 - Ayes: Swalwell, Pizzolato, Thomas and Krajecki
 - Nays: None
 - Absent: Kopacz & Lamp