

City of Prospect Heights
Economic/Business Development Committee
Joseph Schuerman, Chairman

September 11, 2012 - 6:30 PM
City Hall
8 North Elmhurst Road
Prospect Heights, IL

I. CALL TO ORDER

A special meeting was called to order at 6:30 PM by Mr. Schuerman.

II. ROLL CALL

Members Present: Mr. Joseph Schuerman, Chairman
Ms. Sharon Beyda
Mr. Thomas Budzik
Mr. Charles Currie
Mr. Matt Domanico

Members Absent: Mr. Tony Jacob

Also Present: Ms. Anne Marrin – City Administrator
Mr. Ed Madden - Resident

III. APPROVAL OF MINUTES

The minutes of the August 28, 2012 meeting were unanimously approved as presented.

IV. REPORTS AND COMMUNICATIONS

A. Action Item List Review

Action items were reviewed and updated.

V. SCHEDULED BUSINESS

A. Business Owners Forum

The forum will be held on Wed. October 3rd. It will be held at Rob Roy's Clubhouse from 12:00 – 1:00. Registration is from 11:30 – 12:00. Ms. Marrin will work with the banquet manager on the menu. Our cost is \$10.00 per person. The flyers were prepared and distributed to the committee members. Each member will deliver the flyers in their assigned business areas as soon as possible. Mr. Currie will receive the responses and forward information to committee members. There will be a registration table along with an EBDC info table to include member's business cards, Daily Herald Ad applications, and business packet with additional information. Mr. Domanico provided a form for comments that will be placed on each table. The following items are needed for the forum:

Name Tags – Anne
Raffle Tickets – Matt
Business Cards – All
Comment Forms – Matt
Pens/Pencils – Anne
Sharpies – Anne
Sign-In Registration – Sharon
Cash Box – Anne

B. Daily Herald Program

Mr. Schuerman presented a draft of the Daily Herald Advertising request and receipt. The following process was confirmed: The advertising business will submit payment, payable to The Daily Herald, to City Hall. The representing committee member will present the order at our monthly meeting. The representative will contact the advertiser to work out the details. City Hall will forward all payments to the Daily Herald when invoiced.

C. Business Owner Contact and Communication

This agenda item was tabled.

Economic/Business Development Committee

VI. PUBLIC COMMENTS

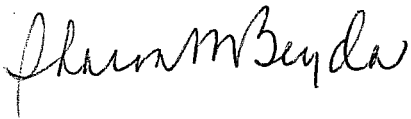
None

VII. ADJOURNMENT

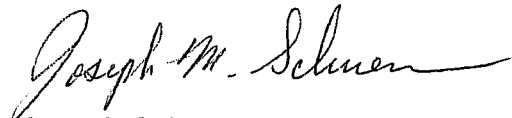
It was moved to adjourn the meeting by Ms. Beyda, seconded by Mr. Currie, and unanimously approved. Mr. Schuerman adjourned the meeting at 7:27 PM.

Submitted By:

Accepted By:



Sharon Beyda, Secretary



Joseph Schuerman, Chairman