MEETING MINUTES

# Mt. Pulaski Economic Advisory Board

## April 9, 2018 at 6:30 pm

## Meeting location: 106 South Washington Street, Mt. Pulaski, IL 62548Meeting type: Business meeting

PRESENT: Hillary Cherry, Tom Martin, Shaun Tyson, Tim Emrick, Renee Martin and City of Mt. Pulaski Representative, Matt Bobell

ABSENT: none

GUESTS: Allen Schaal

Tom Martin called the meeting to order at 6:32 pm. Roll call was taken with six (6) present. The following guests were present: Allen Schaal.

**Meeting minutes**

Reviewed meeting minutes from March 26, 2018. Note the change in the Hilltop Meeting date to April 18, 2018. The date was incorrectly stated in the minutes. Motion by Shaun Tyson to approve the minutes with the stated change and second by Renee Martin. Motion passed.

**Treasurer’s report**

Tim Emrick presented treasurers report. City of Mt. Pulaski General Ledger (#101125) Business District (#6804829) $56,216.54.Economic Advisory Board General Fund $521.00. Bills to be approved totaling $185.00. Motion to approve treasurer’s report as presented and pay the bills presented by Shaun Tyson and second by Hillary Cherry. Motion passed.

**Public comments**

None

**New business**

Rules of Governing Public Comments was presented for review. Tom Martin to review and make changes to fit the Economic Advisory Board and bring to the next meeting.

Committee reports:

* Community grants:
	+ Discussed timeline of a May 1, 2018, release with a May 31, 2018, deadline for the applications to be turned in. Renee discussed the scoring sheet. Renee and Hillary to discuss modification of the scoring sheet.
* Website development:
	+ Currently in discovery phase of the project and Hillary is working with Business Builders on content.Hillary will meet with Phil Bertoni to discuss the transition of his website to be a part of the new website.
* Business development and retention:
	+ Shaun Tyson discussed the grocery store situation stating that he is researching a food cooperative. Shaun discussed a possible market study to determine the type of products and store size that the town of Mt. Pulaski could support. The market study will cost $3,000 – 4,000. Shaun discussed that the margins are higher on prepared foods than on fresh produce. In addition, he discussed the possibility of funneling people in to the store by using a multi-business model structure. Some of the obstacles include finding talent to run the grocery store and finding someone with fresh meat experience.
	+ Shaun stated that he would continue researching the grocery stores and that a steering committee would need to be formed to move forward with the market study.
	+ Renee Martin gave a report on her visit to Green Top grocery and brought up Instacart as something to look into ask an option.
* Town square renovation and development:
	+ Tom Martin discussed having another community meeting and inviting a planner or advisor to speak.
	+ Tom Martin presented a list of buildings for sale including Calm Creek ($80,000), Sadies Place ($60,000), two buildings on the corner of Washington/Jefferson – previously the pet crematorium and Industry Fitness ($40,000), Gerald Goodman’s building (for rent), and buildings/property on Route 54 on curves including 4.5 acres ($60,000).
	+ Tom Martin brought up Market Days being on the 2nd Friday evening of each month from May through September on the square. The Economic Advisory Board will need to be present at these events. Tom asked that the board consider donating $1,000 to the Market Days project to promote local businesses, encourage overall economic growth and encourage public involvement. Tom discussed the need for porta potties and obtaining a liquor license. Tim Emrick stated that the City of Lincoln would let us borrow Jenga and other kids’ activities for our Market Days.
	+ Hillary Cherry asked about the Hilltop Club paining flower pots. Tom Martin stated that she needed to speak with Doug Johnson in regard to this and that the NHS students may paint the pots.
* In other new business, Tom Martin suggested that the advisory group be moved to November 2018.
* Tom Martin asked if the board members would read up on the Logan County CEO program for reference purposes only.
* Tom Martin asked if the board was interested in using the Rural Affairs Institute for planning. Tim Emrick stated that he thought we had already accomplished a lot of this with our strategic planning.
* Tom Martin brought up an idea of using a business on the square as an incubator business. This could include possibly leasing the building from the owner and finding tenants.
* Renee Martin brought up the possibility of decorating windows on the square of vacant buildings. Renee and Hillary will talk about ideas on how to accomplish this and present it at a future date. Tom Martin will ask business owners if they will decorate windows.

**Old business**

None

**Misc. business**

Next meeting scheduled for April 23, 2018, at 6:00 pm.

A motion was made by Renee Martin and second by Shaun Tyson to adjourn the meeting. Motion passed. Meeting adjourned at 8:27 pm.

Respectfully submitted by Hillary Cherry, Secretary