**MEETING MINUTES**

**Mt. Pulaski Economic Development and Planning Board**

**August 13, 2018 at 7:00 pm
Meeting location: 106 South Washington Street, Mt. Pulaski, IL 62548
Meeting type: Business meeting**

PRESENT: Hillary Cherry, Shaun Tyson, Tim Emrick, Renee Martin
ABSENT: Tom Martin, City of Mt. Pulaski Representative, Matt Bobell
GUESTS: Allen Schaal, Michelle Hagenbuch, Randy Hagenbuch, Doug Johnson, Debra May and Tyler White

Shaun Tyson called the meeting to order at 7:03 pm. Roll call was taken with four (4) present and two (2) absent. The following guests were present: Allen Schaal, Michelle Hagenbuch, Randy Hagenbuch, Doug Johnson and Debra May.

**Meeting minutes**

Reviewed meeting minutes from July 23, 2018. Motion to amend the November 10, 2018, meeting description of “annual meeting” with “strategic meeting”. Motion by Hillary Cherry to approve the minutes with the stated change and second by Renee Martin. Motion passed.

**Treasurer’s report**

Tim Emrick presented the Treasurer’s Report and noted an increase in funds for the retail sales taxes. The previous month was a deposit amount of $9,797.71. Historical Society has completed project and has been written a check for $4,464.00 Motion by Renee Martin to approve the treasurer’s report and second by Shaun Tyson. Motion passed.

**Public comments**

Allen Schaal discussed the grant project and thanked the EAB and City for approving the Historical Society’s grant request. Doug Johnson discussed the Business Association’s grant request for the 2nd Friday Market Days. Michelle Hagenbuch and Tyler White also provided input into the need for the Business Association grant including vendor numbers and plans for advertising future events.

Debra May, who owns a building on the west side of the square, asked about plans for historic preservation for the square and buildings. She does not reside in Illinois but would like to look into turning the square into a certified historic site and is going to research what is involved in this.

**New business**

Renee Martin discussed the visitor center and asked us all to read the Logan County visitor’s center proposal for discussion at an upcoming meeting.

The 2018/2019 budget was discussed and the following would be proposed to the Mt. Pulaski City Council for approval.

Budget proposal: $84,000 / year plus a rollover of $56,248. The following would be proposed: Community grants: $30,000, website: $7,000, Business development: $10,000, City improvements: $20,000, Marketing: $5,000, Long term planning: $67,248, Administrative: $1,000. Motion to accept proposed 2018/2019 budget by Hillary Cherry and second by Tim Emrick. Roll call vote. Motion passed.

Committee reports:

* Community grants:
	+ Renee brought up the Business Association Grant as an action item. Renee made a motion that we approve the grant request as written. Second by Shaun Tyson. Roll call taken and the motion unanimously passed.
* Website development:
	+ Hillary is working with Matt to locate the login information for the domain site for the City of Mt. Pulaski’s current website. Beta site is at a standstill until the information for this is located.
* Business development and retention:
	+ Shaun discussed the Dollar General rehab project.
* Town square beautification:
	+ Nothing to report at this meeting.

**Old business**

 None

**Misc. business**

Next meeting scheduled for September 10, 2018, at 7:00 pm.

A motion was made by Renee Martin and second by Hillary Cherry to adjourn the meeting. Motion passed. Meeting adjourned at 8:17 pm.

Respectfully submitted by Hillary Cherry, Secretary