

Item #9:
Village Trustee Lyman
LGBCP Board & Economic Development Meetings

Much discussion about the recording of the budget numbers, a short fall has been uncovered and now we can move forward with real numbers. We have come to a decision that we will be moving toward a restructuring year of less promotion of lesser home town event festivals. Focus on our big three events . Look over the numbers and find the programs that are worthy also looking for room where we can cut.

A Closed executive session LGB&CP budget meeting will be held April 6th 5:15pm at the village hall.

Marian motion to close the budget portion of the meeting **Jacquie 2nd**.

Saddened to hear that Sharon's Father has passed away the board decided to send food to Sharon in the amount of \$150 Rachel will follow through.

Director's Report: (absent)

FYI – Sharon to represent the LGBCP at the BizEd Barrington Community Expo, Sat. April 12

Long Grove Living Article submitted 3.12.15

monthly request for merchant marketing opportunities, ongoing. Need more participation.

Continued research into Solar LED

Nominating Committee: Marian Ward

Committee Application Responses / Committee Chair Outreach?

Marian Ward Motioned

Ethel Berger to be on the marketing meeting; all directors present voted "I"

Dave Weiss To be on the events committee ; all directors present voted "I"

Events Committee: Marian Ward, Chair

Jacquie Longeway, Co-Chair

Chocolate Fest updates

Event Applications for Approval: (sent via e-mail by DM 3.16.15)

Property Use / No Payment Policy

Lion's Club

Mel's Marathon – Agreed to talk with the Village on keeping the road opened Thursday May 14th till

Randy Closes his business for the day.

VIP Resident Tickets – via The Bridge

Partner with our hotel members, creating packages for festivals and other

Tasting Ticket – update

Choc. Fest Load In 3 options per RES:

#1 – Fri. Load-In 5am, open fest, same day 4 or 5pm.

#2 – Thurs. AM: close rd. from bridge to Old McH. (**same as in previous years**) set tents

Prep, Old McHenry rd. to Archer rd – **without closing Old McHenry to Archer, until**

6pm

without station being open.

This may not work, because Mel's pumps operate by CC,

#3 – Thurs. AM: close rd. and Load-In from bridge to Old McHenry rd. (**same as in previous years**) set tents

Fri. 5am close Archer to Old McH. Load-In Archer to Old McH.

Art Market – Ryan Messner topic request

Irish Fest - Ryan Messner topic request

Events to be approved

Car show cigar more 7/12/15

John motion to approve the Special Olympics car show **2nd** by **Dave**

Roatory Run9/12/15

Jacque motion to approve the 2nd by **Ryan**

European Autoschau car show 9/19/15

John K motion to approve **Marian 2nd** all approved

We are still trying to reach out to Randy at the gas station making him “Whole”

Membership Committee: Rachel Perkal, Chair

David Gayton, Co-Chair

They have had their 1st meeting with Sharon, Dave and Rachel. Rachel will contact Molise about a dollar value to the executive membership. Examples of these could be benefits as in discounts with festivals also vip parking with tickets. Mixers with content. Landscapers value to take care of part of town.

Fundraising / Development Committee: Pam Besbeas, Chair

for the beautification of the Downtown to call on some of the nurseries.

Also set up a meeting for the directors to talk with Kathryn who runs different 5k events.

Marketing Committee: Barbara Kramer Dibble, Chair

John Kopecky, Co-Chair ;-)

Looking at doing less print, changing from constant contact, website needs work

2.19.15 thru 3.12.15 (printout)

Molise Monthly Summation

Molise PR 2015 proposal

By Laws, Compliance, Rules & Regs. – Exec. Committee / Ryan Messner, Chair

OLD Business – Carried Over from Feb. 2015:

- Board Member Orientation – according to the By-Laws

Talk of Sophie and the lessons she teaches and should we revisit her lessons with perhaps making changes?

Logo -Talk of change back to the Bridge Everyone invited to bring new Ideas to the next meeting.

- General Membership Fees (as per the LGBCP bylaws)

- Confidentiality Agreement

- By Laws – General Membership Dues

Ryan discussed Changing our Name of the Organization

Logo of the Organization

Motion to adjourn by Marian, second by Dave G, motion carried 8:25pm closed

Tabled for next meeting

Executive Session - Ryan Messner topic request

- Permits - grouping festivals together
- Admin
- Other

LGBCP AGENDA 5/19/15

LGBCP Board of Directors' Meeting

Meeting called to order at _____pm.

Board Members in Attendance:

Exec. Board Ryan Messner Marian Ward Marsha Forsythe John Kopecky

Ex Officio Dave Lothspeich, Village Manager Sharon Fine

Board Members At Large

Pamela Besbeas Barbara Dibble David Gayton Jacquie Longeway Rachel Perkal

Village Trustees: Angie Underwood, Village President Lori Lyman, Village Trustee, LGBCP Liaison

Guests in Attendance:

5:30pm – 5:45pm Open Forum

Secretary: John Kopecky

Tuesday, February 16, 2015 Minutes

Changes:

Motion by _____ Second by _____ All In Favor _____ Opposed _____ Carried _____

Tuesday, March 18, 2015, Minutes

Changes:

Motion by _____ Second by _____ All In Favor _____ Opposed _____ Carried _____

Tuesday, April 21, 2015 Minutes – (e-mailed by Sec'y. to 9 BOD members)

Changes:

Motion by _____ Second by _____ All In Favor _____ Opposed _____ Carried _____

Treasurer's Report: Marsha Forsythe Motion _____ Second _____ Carried _____

Financial Committee: Marsha Forsythe, Chair; Barbara Kramer Dibble; Ryan Messner

Motion _____ Second _____ Carried _____

Director's Report:

- **VIP Tickets - The Bridge – effective for VIP Tickets / of value?**
- **Office Staff - update**
- **Event Volunteers - update**

Nominating Committee: Marian Ward, Chair

Events Committee: Marian Ward – Chair Report

Development / Fundraiser Committee: Pam Sintetas Besbeas, Chair

Organization / Membership Committee: - Rachel Perkal, Chair; David Gayton, Co-Chair

Marketing Committee: Barbara Kramer Dibble, Chair

April 29, Molise PR – Dinner & Free Effective Mktg Tips

TV: WGN / WCIU / NBC / Daily Herald / Trib. Lake County Sun / BOI

RADIO: 99.5

PRINT: Daily Herlad

OLD Business:

NEW Business:

Motion to adjourn by _____, second by _____, motion carried

Executive Session:

Board of Directors - Executive Session (sfine, excused from attending)

LGBCP AGENDA meeting minutes 4/21/15

LGBCP Board of Directors' Meeting

Meeting called to order at 5:30pm.

Board Members in Attendance:

Exec. Board x Ryan Messner x Marian Ward x Marsha Forsythe x John Kopecky

Ex Officio Dave Lothspeich, Village Manager x Sharon Fine

Board Members At Large

x Pamela Besbeas x Barbara Dibble x David Gayton x Jacquie Longeway x Rachel Perkal

Village Trustees: x Angie Underwood, Village President left at 6:30 Lori Lyman, Village Trustee,
LGBCP Liaison

Guests in Attendance: Renee Clark arrives at 6:30

5:30pm – 5:45pm Open Forum

Secretary: John Kopecky

Tuesday, February 17, 2015 Minutes – (e-mailed to BOD) presented and reviewed / Carried Over

Changes:

Motion by _____ Second by _____ All In Favor _____ Opposed _____ Carried _____

Tuesday, March 18, 2015, Minutes

Changes:

Motion by _____ Second by _____ All In Favor _____ Opposed _____ Carried _____

Both minutes Tabled due to bad spelling of names and an error

Treasurer's Report: Marsha Forsythe

Christine Lang Dropped off the latest budget numbers, we have approx. 45,000 dollars left in our checking. **Ryan M**-said this will be the last year we run so low. **Marsha L**-wants the heads of committees to sign their invoices. **Rachel** -the *organization* committee to be changed to **membership** committee on books. **Marsha** “ we are close to running out of money. Ryan requests to have copies of budget 2 days before the monthly board meeting . **Sharon** “Christine needs to be in touch with the auditors” Sharon talked to John Barry, he will take \$3,000 to make Star events debt to go away.

Financial Committee: Marsha Forsythe, Chair; Barbara Kramer Dibble; Ryan Messner

Motion to accept the Treasurer's Report John K 2nd by Dave G role vote all say Yes.

Director's Report:

- **Brochures** -they are in and their cost each is 22 cents a piece in a 10,000 run .
- **VIP Tickets** -The cost is 3 cents each, the 3,000 printed will be offered in the bridge for the residents can pick up their free tickets in the info center.

- **Barrington BizBash -sharon** reports were good on the gift basket we donated & also good feed back on love long grove
- **Office Staff -Julia W** is going to college she will be missed,the Visitor center is sending out to Stevenson HS to interview summer help on Monday.
- **Event Volunteers** sent an email to Stevenson HS
- **Solar Lighting** – update **Tobin F** with **Sharon F** walked the town saw 19 lighting poles thru-out the town selected 18 areas where lights were needed. Going for a uniform look pricing est. was \$3000 with planters at base of lamp.

Ryan weighs in on the battery in base in the planter, this works well in cold weather on the battery life per charge, to go to Dusk to dawn. Light will be comparable to halogen street light as high as 2,100-\$5,000 Angie address's that we need to coordinate with the village on look of the lights and placement contact **Dave L**. The 3part plan of \$75,000 \$25,000 a piece Landowner village, **LGBCP** This will only be one block in each direction on the village right of way. Temporary night lighting for the summer is discussed. Discussion on property owners buying a lamp or sponsoring . These lights are commercial grade and can be converted to 110w.

- **Christkindlemarket** – update they are not looking at this year but looking at us for 2016 the spot she picked was archer road. The huts weight 2 tons each brought in from Germany 152,000 a day. People come in from over seas. Things important to this group is there room for expansion and enough water. Would this generate a lot of revenue for the LGBCP? No, This is just a marketing tool and they will help us promote and the community has to be behind it. Who's ball park is it in, answer it's up to us to make it happen. The spot they like the most is Archer road. **Angie** invited **Ryan** to make contact with Their representative.

Nominating Committee: Marian Ward, Chair **ts Committee:** Marian Ward – Chair; Jacquie Longeway, Co-Chair

Application for approval: Venus de Miles - July 25, 2015

Motion to approve Venus de miles by Ratchel P to approve 2nd MW

Revisiting the LGA&M App for the Sunday concerts Time event closing and insurance.

Events John K Motion to Amend the event app. For the **LGA&Music** for the time the event closes and the providing the insurance. 2nd **Dave G**

Marian brought up discussion on bringing more members on the board. This discussion went the direction that we need more volunteers to help with the committees. **Barbara D** suggest we put in the enthusiast and the bridge a add to promote the idea for volunteers. **Marsha F** put a sign up sheet on the committees for events specific dates. **Renee Clark-** residents just don't know how to get involved , we have to give people option for example 3 day events or just one day. **Rachel P** have the village send notices to the presidents of the associations in town. **Ryan M** “can we combine committees to work on Stevenson HS volunteers. **Renee C-**says Newcomers ass. could be a good resource .

Pam S asks about at Chocolate fest. putting chairs and tables out for the fest who she should inform to do this – answer the event company.

Discussion was heated about if you put a tent out should the **LGBCP** be compensated many view were discussed.

Ryan makes the statement that “if you sell liquor in the down town you need to have a wrist band”

Liquor liability - areas that sell booze need signage that says you must consume in designated areas
much discussion on wrist bands and where they will be given out and beer sales at the Mill Pond Venue.

Towner will be discussed at the Events committee- waiting on a response from **Wendel Towner**. We will not pay to use property a security deposit will be given .

Development / Fundraiser Committee: Pam Sintetas Besbeas, Chair

Pam looking to put a 5k run in October/ september money for LGBCP

Organization / Membership Committee: - Rachel Perkal, Chair; David Gayton, Co-Chair

Rachel P changes in the benefits in being an associate membership which cost \$250, should not get you in the Visitor Guide

the language on the banner ads on the web site called flash ads which have greater value would be a benefit for executive level for a limited amount of time. \$500 fee was received on the new executive Member The Clay oven/tandur. Our web site is getting 1.4mil per year clicks a lot of these are from Japan.

Marketing Committee: Barbara Kramer Dibble, Chair ; John Kopecky, Co-Chair

Free seminar April 29th at 5:15 Smokin t's The Monthly Mixer should the food be provided by the LGBCP?

Barbara D thinks the \$200 price would be a good number for the food but not to pay for drinks.

Looking at evaluating the cost of **Molice** to manage the web site ,public Relations, Face book and graphic design. Festivals "duff" managing their media starting to look at mixed uses on the fest advertising dollars and Marketing dollars.

Barbara D will be taped on 99.5 may 4th to air later she will be contacting Duff about marketing with Fest Bands . We will be Advertising in **BOI** a gay lesbian magazine

Marsha motion for the \$200 budget for the mixer 2nd **Dave** all say yes.

OLD Business: The Logo of the Bridge that the village uses was discussed and the gradual change back to the bridge was discussed. The General consensus was the bridge represents our town.

Marsha F makes a motion to change our name & logo to a bridge logo with fiscal responsibility over gradual time, with design that will be agreed upon later **Jacque 2nd** .

All yes,

NEW Business:

Motion to adjourn by John K, second by Marion W, motion carried 8:50pm

Executive Session: 8:50pm

Board of Directors - Executive Session

Motion to adjourn by John K, second by Marion W, motion carried 10:30pm

The Executive session ended at 10:30 pm

021715 LGBCP Minutes

LGBCP Board of Directors' Meeting **February 17, 2015** Meeting called to order at 5:26 pm.

Board Members in Attendance:

Exec. Board X Ryan Messner X Marian Ward X Marsha Forsythe X John Kopecky
Ex Officio X Dave Lothspeich, Village Manager X Sharon Fine

Board Members At Large X Pamela Besbeas X Barbara Dibble Patric Donahue (resigned)

Nancy Fino (E) X David Gayton Jacquie Longeway (E) X Rachel Perkal

Village Trustees: Angie Underwood, Village President x Lori Lyman, Village Trustee,
LGBCP Liaison

Guests in Attendance:

Ethel Berger, Dave Weiss, Walt Roth, Marie Roth, Mariann Ulrich, Steve Besbeas, Paul Neumann, Maggie Ibersen, Jessica Kapick, Steve Sintetas. John Barry

Ryan welcomes and introduces the new Board

5:30pm – 5:45pm Open Forum

Discussion about Chocolate Fest's new format

Many questions were brought up about the changes at Choc Fest. Topics discussed were booth fees, Beer, layout of different areas in town, Brick and mortar restaurants that would be vending food on the street, how merchant members would be treated, areas in parts of the town could become "dead traffic areas"

Marsha- SSA being put in and payed in by the merchants, these merchants what do they get for there money, we need a clear message.

Maryann- sit down with Duffevents as a group-need to be on same page-need to find different revenue sources to support LGBCP.

Ryan if we are going to have high name acts **LGBCP** needs to generate revenue/ beer debate.

We have not secured town green -discussion on stages top acts to draw the people, VIP packages and after hours restaurant business.

Steve Sinatetas How will staying open increase business? **Ryan** by 30%

Marie Roth **From LGA&Music** announces pop up "Red" art show in Village tavern basement Feb 21-March 15th non Juried art small awards Gifts from **LGBCP** and other donor. There will be a "peep show" to follow starting in April at the tavern.

Past Secretary, Barbara Kramer Dibble:

Tuesday, January 20, 2015 Minutes - presented and reviewed. No changes

Motion by **Marian** Second by **Rachel** All In Favor no Opposed motion Carried

Treasurer's Report, Marsha Forsythe

Marsha related the need to have a professional to assist her with the LGBCP accounting. Until we find a accountant She suggested that at her work **Robin Castro** would be a good fit to help go thru the accounting. **Marsha** presented her credentials and **Robin Castro** looked over the books will do books for free for the interim-dialog started -issue was discussed

she will work on the books out of **Marsha's** office and do the coding with no money access. no check writing capability. Quick book access viewing capability only.

Check signors for the **LGBCP** will officially be **Marsha F, Marian W & Ryan M.**

Motion John K for **Robin Castro** be the interim bookkeeper until a permanent bookkeeper can be secured.

Role call vote All yes **Barbara D** no

Financial Committee: Marsha Forsythe; Pat Donahue - resigned; Barbara Kramer Dibble; Ryan Messner
Director's Report:

- Board Members in absentia -**Nancy Fino** does not have a shop cannot attend board meetings, can stay on economic development committee. Should we dismiss her from the board still wants to be a part of organization and help out.

Motion to remove **Nancy** from the board for her self admitted inability to not make it to meetings and with much appreciation -**Dave G** second by **Rachel** all yes

• **Ryan** should we go to 9 members on the **LGBCP** board? Straw vote taken 5for 3 against **Marsha** motioned for a Resolution stating the **LGBCP** to go from 11 directors to 9 directors on the board but to go back if we find more directors are needed. The Vote: **Rachel, Barbara, Marian-** no **Pam, Ryan, Marsha, Dave and John-** Yes- **Resolution passed**

- General Membership Fees (as per the LGBCP bylaws)Tabled
- Board of Trustees Meetings-**Sharon F** thank you for **Lori L's** support at the Village Board meetings.
- 2015 Holiday Season Opportunity reached out to **Kris Kindle Market**. Ventured out to oak brook 2yrs. Conversation with them, possibly looking for new site. Hurdle, are the huts they use, possible use our vacant sites. Game changer if we can pull this off.
- Governor's Conf.- Report germans love to come to our town
- **LGBCP** Lease approved 3yrs lease
- Update on **AMJ** pending suite- sharon and dave in touch their insurance says we're on hook
- Nicor Gas / ComEd Gas rates dropping low need to lock them in.
- visitor center needs to know if shops are closed current hours. Galena is closing M-thursday 11-6 f 11-7 sat

Nominating Committee: Marian Ward no report

Events Committee: Jacquie Longeway (E)- Chair; Marian Ward – Co-Chair

Chocolate Fest updates

Event Application Approval:

- Chocolate Fest: May 15–17. (LGBCP – Event Organizer)
- Strawberry Fest: June 26–28. (LGBCP – Event Organizer)
- Arts & Music Council Free Sunday Concerts - July 5 - Aug. 23. (LGAMC – Event Organizer)

The Long Grove Arts and Music application for the use of Fountain Square was discussed with the Landowner wanting the **LGA&M** to make available the Use of equipment for A **LGBCP** event should the need arise- question of the rider on contract from property owner. The Application is approved pending landowner agreement

Motion John K to approve **LGA&MUSIC** season pending land owner rider approval **Dave G** 2nd passed.

- Art Fest - Aug. 22 -23 **PENDING / no app at this time**
- Irish Fest - Sept. 5-7 **PENDING / no app at this time**
- Apple Fest - Sept. 25-27 (LGBCP – Event Organizer)

The Village Tavern Events (2015):

Strawberry Fest: June 26–28. (**PENDING** - no app at this time / new app. as a “Vendor” not “Organizer”)

Illinois Booze, Brews & Blues: July 25. (Village Tavern – Event Organizer)

Tavern Veterans Event & Pig Roast: July 26. (Village Tavern – Event Organizer)

Oktoberfest & Hay Rides App. A: Sept. 5 & 7, 12 & 13. (Village Tavern – Event Organizer)marian motion dave 2nd both A & B/ fees pending

Oktoberfest & Hay Rides App. B: Sept. 19 & 20 (different tent size) (Village Tavern – Event Organizer)

Dave G motion to accept Tavern events **Marian W** 2nd pending village Tent fees

(tent fees are \$25 each tent for inspection levied by LG Fire Dep).

Economic Development Committee:

Nancy Fino, Chair / Marsha Forsythe Co-Chair

Lori Lyman- Board of Trustees Liaison Report

Organization / Membership Committee: - Evolving

Marketing Committee: Barbara Kramer Dibble

Molise PR – negotiated rates perposal to be tabled till next Meeting.

Social Media: **Duff**- Ravenswood events \$4500 \$1500 an event to handle our face book for the big 3 events.

Motion by **Marian** to Use Ravenswood to man our 3 fest facebook pages **Rachel** 2nd **Barbara** abstain

Lori L ; assessment on signage on all the entrances The question of assisted living sign on 83 & 53 corner is not to be linked to the downtown, but a possibility of a sign or property easement at 53 & Old Mchenry

- rework the website for the Village of Long Grove
- -better code enforcement & adjudication
- - going to start a economic development committee- 5 members **Lori L, Angie U, Dave L**, and one of **LGBCP** members (the fifth was not named) march 23rd 7:30am.
- We have the grant writer again to help all of us in the down town \$25000 in the matching grant budget upping the ante on brick paving. **Ryan** mentioned solar lighting **Sharon** knows some one nationally for solar power

OLD Business:

- Confidentiality Agreement - to be carried over
- Resolution to amend Article VI – Section 1

The corporation shall be governed by a Board of Directors of 11 Directors

- LGBCP - Lease

NEW Business:

By Laws – General Membership Dues Light discussion to table this till next month

Marsha made a motion to adjourn **Dave G 2nd** 7:41pm

Board of Directors - Executive Session

Gone into executive session with board members

Committee Chairs

Events **Marian** -Chair of Events Co- **Jackie** co chair

Fundraising- **Pam B** chair

Marketing ;**Barbara Chair& John** co-Chair ;-)

Membership **Rachel Perkal chair-with Dave Gayton co chair**

Finance chair **Marsha F**

Motion to leave executive Session by **John K- Dave G 2nd** 7:53pm approximate