

**Item #9:**  
**Village Trustee Lyman**  
Downtown LGBCP Board Meetings - *Update*

**Board Members in Attendance:**

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

**Ex Officio**       Dave Lothspeich, Village Manager       Sharon Fine

**BOD at Lge.**     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

**\*LGBCP Board of Directors' Meeting**

**Meeting called to order at \_\_\_\_\_pm.**

**Secretary:** John Kopecky

**June Minutes – June 16, 2016**

Changes:

Motion by \_\_\_\_\_ Second by \_\_\_\_\_ All In Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Carried \_\_\_\_\_

**June Minutes - June 30, 2016**

Changes:

Motion by \_\_\_\_\_ Second by \_\_\_\_\_ All In Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Carried \_\_\_\_\_

**Treasurer's Report:** Marsha Forsythe      Motion \_\_\_\_\_      Second \_\_\_\_\_      Carried \_\_\_\_\_

**2015 Budget / Roll Call Vote:** Motion \_\_\_\_      Second \_\_\_\_      In Favor \_\_\_\_      Opposed \_\_\_\_      Carried \_\_\_\_

**Director's Report:**

**Nominating Committee:** Marian Ward, Chair

**Events Committee:** Marian Ward – Chair

- Festival Dates 2016
- Committee Report – small events updates...
- Strawberry Festival – final update
- Apple Festival update -

**Development / Fundraiser Committee:** Pam Sintetas Besbeas, Chair

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

- Proposal of New Associate Membership Package – vote requested

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

**OLD Business:** Logo & Name / VC Items & Costs / Time Clock / Retail System

**NEW Business:**

**Motion to adjourn by \_\_\_\_\_, second by \_\_\_\_\_, motion carried**

**LGBCP AGENDA 6/30/15**

LGBCP Board of Directors' Meeting called to order at 5:30pm.

**Board Members in Attendance:**

**Exec. Board** x Ryan Messner x Marian Ward x Marsha Forsythe XJohn Kopecky

Ex Officio  Dave Lothspeich, Village Manager  Sharon Fine

**Board Members At Large**

X Pamela Sintetas x Barbara Dibble E David Gayton x Jacquie Longeway x Rachel Perkal

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

**Guests in Attendance: Ethel Berger**

**5:15pm – 5:30pm** Open Forum

Lively conversation on how we have done things in the past in regards to the Festivals, hometown events and expenditures. Ryan Messner "We can't fix the past.....but we must go forward". Rachel Perkal "we need to look forward rather than in a rear view mirror".

- **LGB&CP Board of Director's Meeting**

**Meeting called to order at 5:30pm**

**Secretary: John Kopecky**

**Motion- Rachel Perkal** to carry over the approval of the June minutes over to July BOD meeting 2<sup>nd</sup>  
Pam Sintetas.

**Treasurer's Report: Marsha Forsythe**

The Budget looks good to be voted in July and Marsha Forsythe will be sending out the Chocolate Fest numbers as we get more numbers in.

**Motion by Rachel Perkal to move budget approval forward into July. 2<sup>nd</sup> by Jacque Longeway**

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

**Director's Report: absent no report**

**Nominating Committee: no report**

**Events Committee:** Marian Ward – Chair Report

Discussion on smaller events to generate revenue & interest in town with August in mind.

Barbara Dibble and Jacque Longeway both express an interest in spending more money on the Christmas season.

**Development / Fundraiser Committee:** Pam Sintetas, Chair

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

**Marketing Committee:** Barbara Kramer Dibble, Chair

**OLD Business: budget**

**NEW Business:**

**Motion to adjourn by Rachel Perkal 2<sup>nd</sup> by Marsha Forsythe motion carried 6:01pm**

**Executive Session: 6:02pm-6:45pm**

**LGBCP AGENDA 6/16/15**

LGBCP Board of Directors' Meeting called to order at 6:25pm.

**Board Members in Attendance:**

**Exec. Board** x Ryan Messner x Marian Ward Leaves 7:30 E Marsha Forsythe XJohn Kopecky

Ex Officio  Dave Lothspeich, Village Manager XSharon Fine

**Board Members At Large**

X Pamela Sintetas leaves 7:54 x Barbara Dibble leaves 7:30 X David Gayton leaves 8:05 x Jacquie Longeway  
x Rachel Perkal

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

**Guests in Attendance:** Glen Cardelli, Steve Besbeas, Maggie Iberson, Jessica Kapick all leave at 6:25pm.  
**5:30pm – 6:23pm** Open Forum (lively discussion)

**Steve Besbeas**, concerns on the beer sales on the street affecting the restaurant sales. Expresses his need to have beer sales on the street and he should be allowed to do anything he wants. **Ryan Messner**, "LGBCP spends \$105,000 to put on the festivals and the need to recoup the expense, just one rain-day during a festival and we just break even." **Marian Ward**, "this is how Palatine does their festivals and how many towns do it." **John Kopecky**, the festivals are only a small part in keeping the town afloat it's the whole year we need business." **Sharon Fine**, "talks of Boston and other towns as depressed as us and how do we change it. **Glenn Cardelli** "amazing that we depend on 9 days of festival time". **Ryan Messner**, "was your business improved at Chocolate Fest". **Steve Besbeas**, "my business did increase during the fest." **Ryan Messner**, "we lost \$52,000 last year" **Pam Sintetas**, discussed the budget and the cost of doing business. **Ryan Messner**, "the village has a 5 year plan and the merchants are going to be a part of it." **Steve Besbeas**, "I think I will put my own festival on Towner Green with Wendell Towner's ok".

**Secretary: John Kopecky**

Tuesday, May 19, 2015 Minutes

Changes: Office Staff bullet point changed to Events Committee, two name spellings & addition to the Treasurer's section.

**Motion** by  Rachel Perkal - by Jacque Longeway 2nds All In Favor  x  
Opposed   Carried  x

**Treasurer's Report:** Marsha Forsythe Motion   Second    
Opposed   Carried   **no report**

**Ryan Messner**, reports \$94,791 cash in the balance sheet. A financial report to be sent out by **Marsha Forsythe** and there is a short fall of from Ravenswood to be reconciled. We need to find a bookkeeper, and there will be quickbooks on line to be viewed by Visitor Center. The need for a POS system would cost \$800 and can work with quickbooks and the need for a \$3000 stipend to run the gift shop. **Sharon Fine** "if we will be looked at suspiciously in the visitor center Dana and I do not want to be a gift shop" **Ryan Messner** has discussion with board about the running of the gift shop and the need for a Point of Sale system to take care of the accounting of goods sold, inventory and employees hours.

**Motion for a \$3000 stipend to float the visitor center gift shop merchandise. Motion John Kopecky second Marian Ward**  
**opposed none - Carried - roll call all yes.**

**Barbara Dibble** expresses the need for money to create a new small event

**Jacque Longeway** requests wayfinding signs at the intersection to be used at Strawberry fest and **Dave Gayton**

volunteers to do the work gratis .

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

**Marsha F:**

**Director's Report:**

- **Office Staff** – Deborah Blount is our new hire. We will pay her \$11/ hr and she will work one day a week. She is very qualified, lives in Buffalo Grove goes to Stevenson HS. 8 students will be volunteering to work Strawberry fest.
- **Event Volunteers** – 8 per day / Stevenson HS

**Nominating Committee:**

**Events Committee:** Marian Ward – Chair Report

**Motion- to pay Beans and leaves for music at the Gazebo stage for the past Chocolate Fest for the sum of \$400. Jacque Longeway makes motion. Dave Gayton 2<sup>nd</sup> / all Yea.**

**Village is e-mailing all the residents to come to town to pick up their tickets to Straw Fest at the Visitor Center. Ryan Messner talks of working with the “Long Grove Living” and have the tickets sent by this magazine.**

**Motion:** to raise CERT to \$750 donation up 25% and also the Lake County Sheriff to \$1500 donation up 25%  
Motion Ryan-Jacque 2nd - roll call all yea none opposed.

**Development / Fundraiser Committee:** Pam Sintetas, Chair

Discussion lead by **Pam Sintetas**- Looking to put a 5k run together with a celebrity, a vintage days or a Halloween event.

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

There will be a kit to hand out to Associate Members. They are fine tuning the rewards for the three levels of membership. Getting better return from name drop on our map & views from the website and or links.

**Dave Gayton** discusses that big sponsors are out there and we could take advantage of this for the website and link them to the fest stage/ venue sponsorship.

**Marketing Committee:** Barbara Kramer Dibble, Chair

Discussion on Marketing.

Mixers are a good idea and we will have more. We will check with **David Lothspeich** about the legality of inviting the trustees.

Molise PR -very close to getting her into our budget.

**OLD Business:**

**NEW Business:**

**Ryan Messner “a workshop is needed to cover these topics”**

Logo & Name

Visitors' Center Items and Costs

Time Clock

Retail System

New “Small” Events

**Motion to adjourn by Rachel Perkal – Jacque Longeway 2<sup>nd</sup> all yea 8:29pm**

**Executive Session: no session**