

**Item #11:**  
**Village Trustee Lyman**  
**Report Of LGBCP Board/Eco Devo Meetings**

LGBCP Board of Directors' Meeting  
MARCH 18, 2014

5:15PM WELCOME BY CHAIR  
GUESTS IN ATTENDANCE:  
  
OPEN FORUM

5:45PM BOARD MEETING CALLED TO ORDER at \_\_\_\_\_pm.

ROLL CALL

Board Members in Attendance:

The Board of Directors

- Rachel Perkal, Chair \*
- Patric Donahue, Treasurer \*
- Ed Acuna
- Marsha Forsythe
- Renee Clark
- John Kopecky
- Nancy Fino
- Jacquie Longeway (excused)
- Marian Ward, Co-Chair \*
- Barbara Dibble, Secretary \*

\*Executive Board Committee

- Lori Lyman, Village Liaison
- Sharon Fine, LGBCP, Ex-Officio
- Dave Lothspeich, Village, Ex-Officio

Village President:

- Angie Underwood

Minutes from Feb. 18, 2014

Elections

Changes to Feb. 18, 2014

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

Minutes from Feb. 25, 2014

Committee Chairs & Co-Chairs Seated / Festival & Other Applications

Changes to Feb. 25, 2014

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

Exec. Meeting March 5, 2014 5:15pm – 7:20pm

Treasurer's Report, Pat Donahue

Financials

Motion \_\_\_\_\_ Second \_\_\_\_\_

2014 Budget

Motion \_\_\_\_\_ Second \_\_\_\_\_

LGBCP Board of Directors'

**Director's Report:**

- Marketing
- Bylaws, Policies & Legal
- Visitors' Center - update
- Development Outreach -
- Partnerships
- Festivals
- Tourism Initiatives

**Village Report:** Lori Lyman

**Beautification Committee:** new

**Associate Membership Committee:** Renee Clark

**Economic Development Committee:** Nancy Fino

**Events Committee:**

FESTIVALS - Jacquie Longeway (absent).

Review of The Village Tavern Farmers' Market "Special Events Applications"

SPECIAL EVENTS & PROMOTIONS - Marian Ward

**Associate Membership Committee:** Renee Clark

**Marketing Committee:** Barbara Dibble

**OLD Business:** New Board of Directors, meet to seat committee chairs; co-chairs; committee members

**NEW Business:**

**Resignation of Board Member**

**ARTICLE VI** Section 2. Vacancy, Resignation and Removal. Any vacancy occurring in the Board of Directors (other than a vacancy resulting from the normal expiration of a term of office) may be filled by the affirmative vote of a majority of the current members of the Board of Directors. A Director elected to fill a vacancy shall be a member of the same class and shall be elected for the unexpired term of his or her predecessor in office. Any Director elected to fill an unexpired term may stand for election to the Board. Any Director may resign by submitting written notice of resignation to the Chairman. Any Director may be removed from office at any time with or without cause by the affirmative vote of two-thirds of the Directors in office. Any member of the Board of Directors who is absent from two consecutive regular meetings without just cause for such absence may be removed as a member of the Board of Directors.

**Filling Vacant Seat**

**Committee to review and revise bylaws**

**Retaining Nonprofit Attorney -**

**Fire Extinguisher Program (Contact Dependable)**

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

AGENDA<sub>sf</sub>

LGBCP “New” 2014 Board of Directors’ Meeting  
**February 18, 2014**

“New” Board of Directors convene to begin their first annual meeting, electing  
Officers of the Board: Chair / Vice Chair / Treasurer / Secretary

**Board Members in Attendance:**

Rachel Perkal     Mary Ann Ullrich     Ed Acuna     Lori Lyman, Village  
 Dave Lothspeich, Village Ex-Officio     Sharon Fine, LGBCP Ex-Officio  
“E” Renee Clark     Barbara Dibble     Nancy Fino     John Kopecky  
 Patric Donahue    “E” Jacquie Longeway    “E” Marsha Forsythe

“E” = excused

Ballots given for Chair position – Rachel Perkal

Ballots given for Vice Chair – tie vote

Ballots for Treasurer – Patric Donahue

Ballots for Secretary – Barbara Dibble

Second set of Ballots for Vice Chair (Mary Ann Ullrich &  
Marian Ward) – tie vote

Board decided to reach out to the 3 missing Board  
Members for their votes. Election process completed  
with Marian Ward, to serve as Vice Chair.

Meeting adjourned: 8:25pm

**LONG GROVE BUSINESS AND COMMUNITY PARTNERS**  
**Profit & Loss Prev Year Comparison**  
January through February 2014

	2014	2013	\$ Change
<b>Ordinary Income/Expense</b>			
Total 4100 · Membership (Org). Income	-	500	(500)
4500 · Promotions Committee Income			
Total 4501 · Chocolate Fest	6,555	-	6,555
Total 4502 · Strawberry Fest	2,000	-	2,000
Total 4503 · Apple Fest	2,000	-	2,000
Total 4505 · OktoberFest	500	-	500
4510 · Carriage Ride Fees (Misc.)	630	-	630
<b>Total 4500 · Promotions Committee Income</b>	<b>11,685</b>	<b>-</b>	<b>11,685</b>
4450 · Design income	10	-	10
<b>Total Income</b>	<b>11,796</b>	<b>600</b>	<b>11,196</b>
<b>Gross Profit</b>	<b>11,796</b>	<b>600</b>	<b>11,196</b>
<b>Expense</b>			
6200 · Admin/Operating Expenses			
6208 · Office Expense/Maintenance	87	-	87
6256 · Gift Certificate Reimbursement	100	-	100
6202 · Employee Wages - Hourly	15,322	2,007	13,315
<b>Total 6203 · Insurance.Business/Property/O&amp;D</b>	<b>2,071</b>	<b>1,986</b>	<b>85</b>
6204 · Rent	3,000	-	3,000
6205 · Utilities-Visitors Center	848	82	766
6206 · Telephone/Internet	168	378	(210)
6207 · Office Expenses/Supplies	1,821	287	1,534
6211 · Contribution/Recognition/Gifts	537	-	537
6212 · Seminars/Conferences/Training	402	-	402
6213 · Postage	79	-	79
6215 · Bank Fees, charges	53	82	(30)
6216 · Miscellaneous	275	-	275
6217 · Interest on LOC	1	3	(3)
<b>Total 6221 · Professional fees</b>	<b>-</b>	<b>115</b>	<b>(115)</b>
6225 · Payroll Taxes	1,484	165	1,319
6226 · Computer Hardware/Software Mtce	66	-	66
6229 · QB Payroll Fees	259	223	37
<b>Total 6200 · Admin/Operating Expenses</b>	<b>26,573</b>	<b>5,329</b>	<b>21,244</b>

**LONG GROVE BUSINESS AND COMMUNITY PARTNERS**  
**Profit & Loss Prev Year Comparison**  
January through February 2014

	<u>2014</u>	<u>2013</u>	<u>\$ Change</u>
<b>6300 · Marketing committee</b>			
6301 · Radio	4,000	-	4,000
6302 · Print (Display + phonebook)	1,489	-	1,489
6303 · E-Marketing (Constant Cont.)	1,112	-	1,112
6305 · Lake Co. CVB Publications	-	800	(800)
6307 · Marketing Consultant	8,200	-	8,200
6310 · Graphic Design	89	-	89
6320 · Visitor Guide/Maps/Printing	313	-	313
6340 · Web design/maintenance	-	990	(990)
6354 · Special Event Marketing	29	-	29
6300 · Marketing committee - Other	85	-	85
<b>Total 6300 · Marketing committee</b>	<u>15,317</u>	<u>1,790</u>	<u>13,527</u>
<b>Total 6500 · Design committee</b>	405	1,315	(910)
<b>6560 · Payroll Expenses</b>	0	-	0
<b>6600 · Economic Development committee</b>			
6604 · Association memberships	-	250	(250)
6605 · Meetings for Businesses	390	-	390
<b>Total 6600 · Economic Development committee</b>	<u>390</u>	<u>250</u>	<u>140</u>
<b>7000 · Promotions committee</b>			
7092 · Visitor Centor Items For Sale	-	50	(50)
7096 · Holiday Entertainment/Events	1,900	-	1,900
<b>7020 · CHOCOLATE FEST</b>			
7020.01 · Mgt./Staffing/Production			
7020.02 · Management Fee	-	7,000	(7,000)
7020.07 · Village/State/Health Permits	125	25	100
7020.01 · Mgt./Staffing/Production - Other	10,500	-	10,500
<b>Total 7020.01 · Mgt./Staffing/Production</b>	<u>10,625</u>	<u>7,025</u>	<u>3,600</u>
7024 · Media/Ad Materials/Signs	-	250	(250)
<b>Total 7020 · CHOCOLATE FEST</b>	<u>10,625</u>	<u>7,275</u>	<u>3,350</u>
<b>Total 7030 · STRAWBERRY FEST</b>	-	25	(25)
<b>Total 7040 · APPLE FEST</b>	-	25	(25)
<b>Total 7060 · ART &amp; WINE FEST</b>	-	25	(25)
<b>Total 7070 · OKTOBERFEST</b>	-	25	(25)
<b>Total 7088 · BLUES MUSIC EVENT</b>	<u>2,908</u>	<u>2,825</u>	<u>83</u>
<b>Total 7000 · Promotions committee</b>	<u>15,433</u>	<u>10,250</u>	<u>5,183</u>
<b>Total Expense</b>	<u>58,117</u>	<u>18,934</u>	<u>39,183</u>
<b>Net Ordinary Income</b>	<u>(46,321)</u>	<u>(18,334)</u>	<u>(27,987)</u>
<b>Net Income</b>	<u>(46,321)</u>	<u>(18,334)</u>	<u>(27,987)</u>