

Item #11:
Village Trustee Weber
LGBCP Board Meeting - December 18, 2012

David Lothspeich

From: Long Grove Info [info@lgbcp@gmail.com]
Sent: Thursday, December 13, 2012 2:45 PM
To: classsun@aol.com; David Lothspeich; eacuna@kmasales.com;
joanne.m.weber@gmail.com; john@countryhouseoflonggrove.com;
lggrovecave@SBCglobal.net; longgrovevt@gmail.com; pdmassociates@comcast.net;
renee.clark@bairdwarner.com; Tobin@humbugs.com; trilliumlonggrove@gmail.com
Subject: Board of Directors 12/18/12 Agenda & 11/20/12 Meeting Minutes

Long Grove Business and Community Partners
Board of Directors Meeting

December 18, 2012
Village Hall – 5:15PM

AGENDA

1. Call to order
2. Welcome Guests
3. Review Previous Minutes
 - a. November 20,2012
4. Treasurer's Report
 - a. Budget standing to date
5. Executive Committee
 - a. Approve Annual Meeting Minutes
6. Village of Long Grove
7. Events Committee
8. Design Committee
9. Economic Development Committee
10. Organization Committee
11. Marketing Committee
12. New Business
 - a. Budget for 2013
 - b. Audience questions/comments
13. Adjourn

Next Board Meeting will be on January 15, 2013

Long Grove Business & Community Partners Board of Directors Meeting November 20, 2012

Call to order 5:15

Board Members in attendance: Rachel Perkal, Tobin Fraley, Peg Ball, Claire Ball, John Kopecky, Jacquie Longeway, Maryann Ullrich, Renee Clark.

Absent: Joanne Weber, Ed Acuna. Due to property ownership changes Steve Douglas no longer on the BOD.

Village Rep.: Dave Lothspeich

Guests: Paul Neumann, Nick Seva & Jodi, Joanne Horton, John Berry

Introduced our New Community coordinator Bryauna Bieneman.

Review Past Minutes: Review past minutes of October 16, 2012. Motion to accept minutes with correction of name spelling, Claire Ball, 2nd John Kopecky. Passed

Treasurer's Report: At the end of October \$195,628 in the bank, full report attached. Our cash flow is very good. As of today 120 \$5 gift certificates from Apple Fest have been returned. Motion to accept Treasurer's Report, Peg Ball, 2nd Jacque Longeway. Passed

Executive Committee:

Annual meeting will be held Nov. 30 invites to be mailed.

Nominating committee has 2 candidates to fill the 2 open seats: Nancy Fino from Pear Tree & Barbara Dibble a resident.

Village of Long Grove: 1st public meeting on Aptikisic Rd work to be held next Thurs.

Events Committee: The Holiday collector box giveaway is going forward. The Lion's Santa Workshop is ready to go. An application for the Carriage Rides Sundays till Christmas was presented. Motion Claire Ball, 2nd John Kopecky to accept & pass on to the Village Board. Passed.

The Turkey Trot is full, packet pickup will be in town the Wednesday before.

Design Committee: New Winter Banners will go up ASAP. Sunset Grove will be using our logo on signage.

Economic Development Committee: Need to get back to work and find ways to get our new marketing tools out to people.

Organization Committee: Still looking at implementing some of the original offers to Associate Members. We will push out the renewal to current members and get all on the web site.

Renee gave a shout out to Smokin' T's who are providing meals to veterans for the holiday. Each meal feed 10-12 and cost \$125 plus tax.

Motion Renee Clark, 2nd Tobin Fraley for the LGBCP to contribute monies for 3 meals @ \$125 plus tax. Passed

Marketing/Promotion Committee: The relationship with Malpass & Assoc. is dissolved.

We have full control of the website, face book, twitter & constant contact. We are downloading all the creative work including photos & videos. For the balance of the Season we have radio spots on WBM, WXRT, Lite, WFMT & full print in Herald & Pioneer Press.

Creative Specticals will be our new web host & will do the work of changing our website for the better.

The video from Sleepy Dog Studio was viewed, all thought it was very good. The intro can be used for marketing in general.

New Business: Green Court Properties are now in the banks hands with a new property manager. Bank is looking for a visionary owner and will take time in researching this.

Budget 2013

Reviewed Draft 1, attached. Members asked to add monies to Ice Meltin Blues & World Tour and still keep at least \$10,000 to the bottom line & a substantial amount to reserves. A revision will be made and sent out before the Annual meeting.

Monies from this year will be spent on Arts & Music Council for sound equipment to be shared at LGBCP events, approximately \$10,420, Tobin to provide a list of needs.

We are in desperate need of new Kiosks in town and we could finance these this year.

Motion Peg Ball, 2nd Renee Clark to put up to \$35,000 total for kiosks, sound equipment & way finding signage before the end of 2012. Roll Call vote: Rachel Perkal-yes, Peg Ball-yes, Claire Ball-yes, Tobin Fraley-yes, Maryann Ullrich-yes, John Kopecky-yes, Jacque Longeway-yes, Renee Clark-yes. Passed.

December meeting cancelled. Next meeting January 15, 2013.

Motion John Kopecky, 2nd Maryann Ullrich to adjourn 7:45

Adjourned 6:55PM. Motion Joanne Weber, Maryann Ulrich 2nd. PASSED
Next meeting November 20, 2012
Annual meeting November 30, 2012

Events - LGBCP 2012 Actual vs 2012 Budget - 11/31/12 YTD

Categories	2012 Budget			2012 YTD Actual		
	Income	Expense	Net	Income	Expense	Net
Chocolate Fest	115,000	69,350	45,650	99,476	77,983	21,493
Strawberry Fest	142,000	81,750	60,250	162,105	81,284	80,821
Art & Wine Fest	20,000	13,000	7,000	27,633	21,220	6,413
Apple Fest	130,900	75,050	55,850	161,421	95,931	65,490
Octoberfest	5,500	5,500	0	2,812	6,289	-3,477
Festival Sub-Total	413,400	244,650	168,750	453,447	282,707	170,740

Winter Event	0	10,000	-10,000	1,109	5,755	-4,646
Ice Blues	0	2,000	-2,000	0	170	-170
Long Grove World Tour	1,000	3,000	-2,000	1,400	4,402	-3,002
General	0	5,000	-5,000	91	606	-515
Promotional Events Sub-Total	1,000	20,000	-19,000	2,600	10,933	-8,333

Events Total	414,400	264,650	149,750	456,047	293,640	162,407
---------------------	----------------	----------------	----------------	----------------	----------------	----------------

LGBCP 2012 Actual vs 2012 Budget - 11/31/12 YTD

Categories	Accounting Numbers	2012 Budget			2012 YTD Actual		
		Income	Expense	Net	Income	Expense	Net
SSA	4001	165,000			158,753		
Long Grove Village Grant	4002	20,000			25,000		
Employee Wages & Retirement	6201, 6202, 6228		75,000			23,227	
Telephone/Internet	6206		4,000			2,375	
Bank Fees, Charges	6215		3,500			2,757	
Office Expenses (Income-Gift Cert.)	4006, 6205, 6207-6214, 6226		4,500		3,818	7,209	
Information Center & Office Rental	6204		8,000		694	7,030	
Business & Medical Insurance	6203		6,000			4,892	
Professional Fees (Accounting & Audit)	6221		6,000			900	
Administration Costs - Misc	6222, 6223, 6224		1,000			155	
Payroll Fees & Taxes	6225, 6229		6,000			2,848	
Letter of Credit Interest	6217		500			4	
Administration Sub-Total		185,000	114,500	70,500	188,265	51,397	136,868
Organization/Membership	4100.01, 6100	3,500	2,000		6,500		
Marketing Committee -- General	4301, 4303, 6300, 6310,		25,000			22,337	
Marketing - Consultants	4304, 6307		125,000			87,969	
Design Committee (Signs, Banners, Etc.)	6500		14,000			11,619	
Economic Development Committee	4600, 6600	500	9,000			1,860	
Promotions Events	7050, 7085, 7090, 7092, 7096, 7099	1,000	20,000		2,600	10,933	
Festival Events Totals	4500, 7020, 7030, 7040, 7060, 7070	413,400	244,650		453,447	282,707	
Committee Sub-Total	6320, 6340	418,400	439,650	-21,250	462,547	417,425	45,122
Line of Credit Debt	2820	0	100	-100	0	100	-100
LGBCP Reserve Fund		0	30,000	-30,000	0	0	0
Total		603,400	584,250	19,150	650,812	468,922	181,890