

Item #9:
Village Trustee Weber
LGBCP Board Meeting - June 19, 2012

Long Grove Business and Community Partners
Board of Directors Meeting

June 19, 2012
Village Hall - 5:15 p.m.

Agenda

1. Call to Order
2. Welcome Guests
 - a. Lake County Convention & Visitors Bureau Visits Long Grove
3. Review Previous Minutes
 - a. May 15, 2012
4. Treasurer's Report
5. Executive Committee
6. Village of Long Grove
7. Events Committee
 - a. Rotary Run application
8. Design Committee
9. Economic Development Committee
10. Organization Committee
11. Marketing Committee
12. New Business
13. Adjourn

Next Board Meeting will be on July 17, 2012 at the Village Hall at 5:15 p.m.

Long Grove Business & Community Partners
Board of Directors Meeting
May 15, 2012

Call to order 5:24

Board Members in attendance: Rachel Perkal, Tobin Fraley, Peg Ball, Claire Ball, Maryann Ullrich, John Kopecky, Joanne Weber, Ed Acuna, Jacqui Longeway, Renee Clark

Absent : Steve Douglass, Bill Hristakos, Josh Baudin

Village Rep.: Dave Lothspeich

Guests: Paul Newmann, Mara Sabath

Review Past Minutes: Review past minutes of April 17, 2012. Motion to accept with name addition to the minutes, Jacqui Longeway, 2nd Joanne Webber. Peg & Claire Ball abstained. Passed

Treasurer's Report: \$19,000 approximately in the bank as of May 15. We are on track with expenses. Income from Chocolate Fest will be finalized shortly. Motion to accept the treasurer's report including the previous month's report, Ed Acuna, 2nd Jacqui Longeway. Passed

Executive Committee: Job description finalized except for wording of compensation package. The committee of Rachel, Maryanne & Peg with the addition of Ed Acuna will take a final look before it is posted.

Executive Committee is looking at the Bi-Laws & hope to have recommendation in June.

Attended a Lake County meeting on tourism. We already have 60 leads on bus groups from this meeting. Attended the Rotary meeting & made a report on downtown. Rotary will use our logo on t-shirts, signs, etc. for the Heritage run. They are looking for volunteers to help on Sept. 8.

We will receive a donation of \$500 from the Rotary.

Village of Long Grove Report: Reminder the Bridge is being sent on the 15th of each month, content is due to Village Hall by the 1st. Question from Paul on the no smoking ordinance & signage. The Village suggested that each merchant post signs if they feel the need.

Events Committee: Residents Day June 10 will be early to coincide with the Farmer's Market.

We will be asking shops to open early at 10AM, supply a coupon or give away for goody bags & possibly a gift for the drawing. There will be a question sheet to bring people around town & use as an entry for the drawing. We will invite civic groups from the Village to have a table.

Chocolate Fest Wrap: Merchants did OK even with the weather. Star Events did a good job. Pop up Art display was well received. Income numbers not yet final. Gates did not meet budget due to lower attendance on Sunday, 90% of those entering did pay with no problem.

Recommend that we do not have VIP Parking but move our gates to the entrance to the parking lots and collect the \$5 admission fee from the cars as they enter both Archer & Stemple.

Recommend we do not use the word donation it just confuses the public. We probably need to give them something for the fee.

Motion John Kopecky, 2nd Claire Ball to have a \$5 admission fee at Festivals and free parking.

Passed.

Tasting ticket income was down, again because of attendance. The ticket was well received. Need to have better signage, more people tasting & rules for the merchants to follow.

Peppermint Stick said they had an extra fee for garbage pick up, this will be addressed.

Design Committee: Design for way finding signs will be here next month. Peg & Rachel will be meeting with the Banner Company.

Economic Development Committee: Still reaching out to owners who missed the first meeting. Packets are ready to print. The Archer building pads will be addressed next.

Organization Committee: Renee still has a few businesses to see. Sunset is going to join. We need to work on getting the Associates on line with links.

Marketing/Promotion Committee: The web site is moving along. Strawberry poster close to being done. Arts & Music Council Schedule is on all of Sunset bags at all stores. There was a question on the picnic in Long Grove concept status? Work is being done on the details most likely will happen on weekends other than Fests.

New Business: None

Adjourned 6:50PM Motion John Kopecky, Joanne Weber 2nd. PASSED

LGBCP 2012 Actual vs 2012 Budget - 5/31/12 YTD

Categories	Accounting Numbers	2012 Budget			2012 YTD Actual		
		Income	Expense	Net	Income	Expense	Net
SSA							
Long Grove Village Grant	4001	165,000					
Employee Wages & Retirement	4002	20,000			10,000		
Telephone/Internet	6201, 6202, 6228		75,000			7,546	
Bank Fees, Charges	6206		4,000			908	
	6215		3,500			736	
Office Expenses (Income-Gift Cert.)	4006, 6205, 6207-6214, 6226		4,500		-30	1,697	
Information Center & Office Rental	6204		8,000		149	3,835	
Business & Medical Insurance	6203		6,000			3,423	
Professional Fees (Accounting & Audit)	6221		6,000			900	
Administration Costs - Misc	6222, 6223, 6224		1,000			0	
Payroll Fees & Taxes	6225, 6229		6,000			1,049	
Letter of Credit Interest	6217		500			0	
Administration Sub-Total		185,000	114,500	70,500	10,119	20,094	-9,975

Organization/Membership	4100.01, 6100	3,500	2,000		4,500	0	
Marketing Committee -- General	4301, 4303, 6300, 6310,		25,000			4,827	
Marketing - Consultants	4304, 6307		125,000			27,855	
Design Committee (Signs, Banners, Etc.)	6500		14,000			1,018	
Economic Development Committee	4600, 6600	500	9,000			-325	
Promotions Events	7050, 7085, 7090, 7092, 7096, 7099	1,000	20,000		884	3,393	
Festival Events Totals	4500, 7020, 7030, 7040, 7060, 7070	413,400	244,650		101,640	76,143	
Committee Sub-Total	6320, 6340	418,400	439,650	-21,250	107,024	112,911	-5,887

Line of Credit Debt	2820	0	100	-100	0	100	-100
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LGBCP Reserve Fund		0	30,000	-30,000	0	0	0
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Total		603,400	584,250	19,150	117,143	133,105	-15,962
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Events - LGBCP 2012 Actual vs 2012 Budget - 5/31/12 YTD

Categories	2012 Budget			2012 YTD Actual		
	Income	Expense	Net	Income	Expense	Net
Chocolate Fest	115,000	69,350	45,650	95,774	68,327	
Strawberry Fest	142,000	81,750	60,250	2,622	6,829	
Art & Wine Fest	20,000	13,000	7,000	1,077	329	
Apple Fest	130,900	75,050	55,850	1,872	329	
Octoberfest	5,500	5,500	0	295	329	
Festival Sub-Total	413,400	244,650	168,750	101,640	76,143	25,497

Winter Event	0	10,000	-10,000	539	3,068	
Ice Blues	0	2,000	-2,000		170	
Long Grove World Tour	1,000	3,000	-2,000		0	
General	0	5,000	-5,000	345	155	
Promotional Events Sub-Total	1,000	20,000	-19,000	884	3,393	-2,509

Events Total	414,400	264,650	149,750	102,524	79,536	22,988
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