

**ECONOMIC DEVELOPMENT COMMISSION OF THE
VILLAGE OF OLYMPIA FIELDS**

Minutes of the Meeting of the Economic Development Commission held on Wednesday, March 28, 2018

CALL TO ORDER:

Chairperson Britt-Johnson called the Meeting to order at 5:08 p. m.

ROLL CALL:

Members Present:

Commissioner Trinette Britt-Johnson, Commissioner George Chandler, Acting Chair Michael Lewis, Commissioner Johnny Morris, Village President Sterling Burke, Hilde Betts Economic Development Liason/Planning Zoning Commissioner, Commission Phillip Paige, Commissioner Richard Gibb

Members Absent:

Commissioner Conn

Approval of Agenda and Minutes from March 7, 2018

Motion to Approve the Agenda and Minutes

Voice Vote: All Ayes. Motion Carried.

Leadership Change

President Burke stated that Trinette had been hired by the Village as the Economic Development Consultant part-time and Michael Lewis is Acting Chair. President Burke mentioned that there are activities at the Jewel Plaza and Governor's office park and he needed someone to help him close some of the activities.

Marketing RFP Recommendations

Acting Chair Lewis stated that the Commission had made significant headway over the last six months and that we have a prescribed coursework from VSK & Associates suggested recommendations. From that list of overall recommendations, tasks were identified for the Economic Development Commission. (*see attached assignments*). President Burke will distribute a priority list. The EDC can be a resource and conduit to our local small businesses. Dick Gibbs volunteered to reach out and meet with SCORE.

Website Strategies

Hilde made recommendations regarding the website to include an outreach program including who to reach to, critical concerns, content and needing contact information of target companies and developers.

Dick mentioned a list for medical office types that could be approached for the office park. The Commission agreed to review the list and reach out for potential interest in VOOF near the hospital.

Commission Ordinance/Attendance

Acting Chair Lewis mentioned that due to the work ahead, the need to have all hands on deck and consistence attendance is part of the Commission Ordinance.

President's Update

President Burke mentioned reaching out to Commissioner Conn regarding a Ronald Mc Donald House in VOOF. He also mentioned his desire for VOOF to be a part of the Homewood-Flossmoor Chronicle.

Old Business

Commissioner Britt-Johnson mentioned the RSVP update regarding the Small Biz Roundtable. The Commission decided to postpone the event for another time.

ADJOURNMENT:

Acting Chair Michael Lewis adjourned the meeting at 7:13p.m.