**Minutes of the Economic Development Committee**

**Meeting April 19, 2016**

**Attendees:** Pat Rice, Judy Horten, Sarah Zmistowski, Mark Leonard

The meeting was called to order at 6:43pm. A motion to approve the minutes of the March 29th meeting was made and seconded, the minutes were approved unanimously.

* Business Networking Event: Most of the meeting was devoted to planning for the business networking event. The committee drew up a list of business invitees and assigned members who would contact each business and follow up on their attendance at the business event. (See attached list). A business contact form was suggested and as an Action item, Pat and Sarah would work on putting one together. (See attached contact form). Also discussed was some of the actual preparation of such as paper goods and set up (Mark Leonard will follow up) and food. It was decided that Tradewinds would supply the main food items such as sandwiches or pizza and that desert would be obtained from Stone Sparrow Café and Ragamuffins. A chocolate item would be obtained from Savior Chocolatier. Door prizes for the event would consist of a (1) cooking class from RM Flagg and (2) a box of chocolates from Savior Chocolatier. Initial discussion took place regarding the format for the event-who will speak etc. More on this will take place at the next meeting. Action item: Pat will follow up on the door prizes and food items from Tradewinds, Ragamuffins and Savior Chocolatier, Sarah will follow up with Stone Sparrow Café.
* Other items: Pat and Judy offered some corrections/additions to the draft RFP that Don MacKay is working on for assistance with the Comprehensive Plan. Pat reported that she had not yet contacted Scott Philips regarding the banner for the River Regatta in July.

**Next meeting:** - The next meeting date was set for May 11, 2016 at 6:30 pm. There was a motion to adjourn and seconded- the meeting adjourned at 7:50pm