

VILLAGE OF LAKE IN THE HILLS
BUSINESS RELATIONS COMMITTEE

October 16, 2007

The Business Relations Committee met October 16, 2007 at the Lake in the Hills Village Hall, 600 Harvest Gate, Lake in the Hills at 6:00 p.m. Those present were Chairperson Russ Ruzanski, Committee Members, Joe DeMay, Tom French, and John Andrea. Also present were Assistant Village Administrator Ms. Shannon Andrews and Recording Secretary Nancy Sujet. Committee Member Colin Taheny arrived at 6:05pm. Committee Member Mary Siewenie and Ex Officio Member Trustee Bogdanowski were absent.

APPROVAL OF THE MINUTES SEPTEMBER 18, 2007

Committee Member French motioned to approve the September 18, 2007 meeting minutes. Committee Member Andrea seconded the motion. Motion was approved by a sign of aye, no nays. Motion carried.

OLD BUSINESS

Business Mentoring Updates

Committee Member Andrea stated that he talked to Chad from Shelter Insurance and that Chad was very happy and enthusiastic that the Business Relations Committee is here for him.

Committee Member Andrea also stated that he left a message with the Center for Performing Arts, Inc. He will follow up with them.

Committee Member DeMay stated that he did not have a chance to contact his two businesses. He will report back next month.

Business Survey Follow-up

Committee Member French stated that he had made two calls but has not heard back from the businesses. He will call again.

Ms. Andrews informed the committee that all follow up calls need to be completed by the November meeting. Ms. Andrews then offered to help anyone with the calls if they needed it.

Committee Member Taheny stated that he made initial contact but still needs to meet with them. Scheduling that has been very difficult. He has dropped off his business card. Ms. Andrews stated that the businesses from the survey need to be contacted, please make an extra effort to get that complete.

Chairperson Ruzanski stated that he was able to make contact with the Lake in the Hills Bank and they are very pleased with the village and would like to attend a meeting. Chairperson Ruzanski also talked with Ms. Cindy Heidemann from ABC Nail School. He stated that she had a number of concerns. She is trying to expand the school and would like to buy the building she is currently renting and then expand it. She would like a letter of support from the Village so that she can try and negotiate with the landlord. She would also like assistance from the Village to find a new location within the village in case the landlord won't sell the building to her. Chairperson Ruzanski stated that he has one more call to make and that is to Child Works Preschool. He will report back next month.

Business Enhancement/Event Planning Update

Committee Member French introduced Mr. Jeff Meyer. He stated that Mr. Meyer had attempted to host an event similar to this at McHenry County College. One speaker all the way through is a great idea but may be hard for scheduling. Another option would be to have an MC that would help all the way through. Mr. Meyer has volunteered to take that role on.

Mr. Meyer introduced himself to the Committee and gave a brief background about himself. He suggested having the classes once a month for six months and then go into another area or have a graduation. He stated that each speaker would bring their own material for the classes and they would speak for about 45 minutes. The remaining time would be for questions.

Committee Member French stated that one meeting a month is fine, but that the Committee needs to take small steps. Mr. Meyer will help the Committee get speakers for the classes. Chairperson Ruzanski asked Committee Member French if he would schedule another sub-committee meeting to get everything together. Ms. Andrews stated that the Committee needs to lock into something now, there is a format that needs to be decided, commit to a schedule and the program needs to be advertised. Committee Member DeMay asked how much money is there to spend on the program. Ms. Andrews stated that the Committee won't have to pay for speakers. There is \$1300.00 in the budget for programs. Breakfast won't cost much if there is only bagels, etc. Ms. Andrews suggested that for 2008 the Committee try the 6 month program and see how that works out.

Committee Member Andrea stated that at the last meeting the Committee talked about having an morning and afternoon/evening session. Committee Member French stated that the only thing wrong with that is the expense of two sessions. Committee Member Andrea stated that if the session is only for 6 months the cost would not be as much. Committee Member French stated that every other month could be good. Mr. Meyer stated that if the program is once every other month, people may have a chance to leave the program. If you expand the program to 12 months they might not finish. Committee Member French stated that there are a lot of things to put together by January, maybe the program should start in April. Ms. Andrews stated that once a month for 6 months would be good. Chairperson Ruzanski suggested that if the program is for 6 months and the start of it is delayed after January, you will be running into the summer months and that might be a problem for some people. Chairperson Ruzanski suggested starting the program in January and ending in June. Committee Member DeMay felt that if you have the program in the mornings, the summer months won't be a problem. Committee Member Taheny suggested starting in the beginning of February. Committee Member French stated that there would be three Business Relations Committee meetings before it is started then.

Chairperson Ruzanski asked the Committee if the program will be held monthly for 6 months or bi-monthly. Committee Member Andrea suggested monthly. Chairperson Ruzanski suggested starting in February and go for six straight months, but that 2 hours is to long. Committee Member Andrea suggested 1 ½ hours. Ms. Andrews asked what time would the classes be at. Committee Member French stated 7:30am. Committee Member Andrea suggested breakfast at 7:30am. Chairperson Ruzanski asked where the classes will be held and if they could be held at Village Hall. Ms. Andrews stated that the classes will be held at Village Hall.

Committee Member Andrea asked if there will be a fee to attend the classes. Ms. Andrews informed the Committee that any businesses outside of the Village would be charged. Committee Member French asked how much would they be charged. Ms. Andrews stated that

once she knows how much the Committee is spending then she will be able to determine a price. Committee Member French suggested \$10.00. Committee Member Taheny suggested \$10.00 or \$15.00. Committee Member Andrea suggested that if the person registers for all 6 classes maybe they can receive a discount. Committee Member DeMay stated that it would look good for the Village if the cost is \$15.00. It puts a value on the class. Committee Member Andrea asked the Committee if everyone was good with charging \$15.00 per class. Committee Member French suggested charging them \$10.00 per class if they sign up for all 6 classes.

Committee Member French summarized that the class will start in February, the length will be 1 ½ hours, the cost is \$15.00 per class or \$75.00 if you sign up for all 6. Chairperson Ruzanski stated that it will be free to all Lake in the Hills businesses. Committee Member French asked if the classes should be on the 1st or 2nd Wednesday of each month. Committee Member Taheny suggested the 1st Tuesday of the month. Chairperson Ruzanski asked what the name of the program will be. Committee Member French suggested Business Planning Work Shop. Ms. Andrews informed the committee that all marketing material should be ready for the Holiday Party.

After further discussion, the Committee decided to have the classes on the 3rd Tuesday of each month starting in February.

Holiday Party Planning

Chairperson Ruzanski asked if there is any follow up. Ms. Andrews stated that Committee Members French and Siewenie were working on the Holiday Party. Committee Member French asked if it would be okay to have it at Wine Styles and if so, that they would open their doors and donate all the wine for the event. Committee Member DeMay stated that that was very generous and that the Committee should go with Wine Styles for the Holiday Party. Committee Member French asked if the Village could supply the pop, water and catering. Ms. Andrews stated that the Village/Committee would be able to do that.

Chairperson Ruzanski asked what the date is for the event. Ms. Andrews stated that it was planned for the 1st Thursday in December which is, December 6th. Committee Member French stated that would be fine for Wine Styles. Chairperson Ruzanski suggested that the Holiday Party start at 6:00pm. Committee Member DeMay stated that 6:00pm is too late. Ms. Andrews suggested the hours of 5:30pm – 7:30pm. She then asked the Committee if there will be a charge if the business is not from Lake in the Hills. Chairperson Ruzanski asked if the Committee will be asking for the businesses to RSVP. Ms. Andrews said no. Chairperson Ruzanski then said that there should be no charge.

Committee Member DeMay asked who came last year. Ms. Andrews stated that only 2 businesses showed. Ms. Andrews informed the Committee that Ms. Cindy Heidemann, from ABC Nail School, suggested that every business that attends the Holiday Party bring an item for the food pantry. Committee Member Andrea thought that was a great idea.

NEW BUSINESS

None

STAFF REPORT

BRC Budget

Ms. Andrews explained to the Committee the remaining budget for 2007.

Strategic Planning Conference

Ms. Andrews informed the Committee that the roles and responsibilities of the Business Relations Committee were discussed during the Strategic Planning Conference on October 6th & 7th. She stated that the Village Board appears to be pleased with the direction the group is going and appreciates the periodic updates during the Village Board meetings. The Village Board also recognizes the unique value in having this Committee. The Chamber serves only those who are members, but this Committee is intended to provide services to all Lake in the Hills businesses.

TRUSTEE LIAISON REPORT

None

DISCUSSION

None

AUDIENCE PARTICIPATION

Ms. Cindy Heidemann from ABC Nail School located at 14 Miller Road in Lake in the Hills, introduced herself to the Committee. Ms. Heidemann informed the Committee that ABC Nail School is the largest nail school in Illinois. She stated that the nail school needs a new building, bigger site and Handicap accessible. She stated that they would like to add onto their current building and she has been working with Mr. Dave Selleck from the Village. Ms. Heidemann would like to know about any grants that may be available to her. She does not want to leave the Village. Ms. Heidemann stated that she did not know what this Committee was about. She thought it was like the Chamber. Ms. Heidemann stated that she is working with both College Districts and High School Districts 158 and 300. She currently has 36 Nail Tech students, 25 which are from this area. So they could potentially be looking to open their own businesses in Lake in the Hills.

Chairperson Ruzanski thanked her for coming this evening and stated that the Committee will move her concerns up and see if they can help. Ms. Andrews told her that she will be able to draft a letter for her, but that Ms. Andrews needs more information from Ms. Heidemann. Ms. Andrews will also provide her with grant information.

ADJORNMENT

A motion was made by Committee Member Andrea to adjourn the meeting. Committee Member Taheny seconded the motion. Motion was approved by a sign of aye, no nays. The meeting was adjourned at 7:00 p.m.

Submitted by:

Nancy Sujet