

VILLAGE OF LAKE IN THE HILLS  
BUSINESS RELATIONS COMMITTEE

November 13, 2007

The Business Relations Committee met November 13, 2007 at the Lake in the Hills Village Hall, 600 Harvest Gate, Lake in the Hills at 6:15 p.m. Those present were Chairperson Russ Ruzanski, Committee Members, Mary Siewenie, Tom French, and Colin Taheny. Also present were Assistant Village Administrator Ms. Shannon Andrews, Recording Secretary Nancy Sujet, and Ex Officio Member Trustee Bogdanowski. Committee Member John Andrea was absent.

**APPROVAL OF THE MINUTES OCTOBER 16, 2007**

Committee Member French motioned to approve the October 16, 2007 meeting minutes. Committee Member Taheny seconded the motion. Motion was approved by a sign of aye, no nays. Motion carried.

**OLD BUSINESS**

**Business Mentoring Updates**

Committee Member Siewenie stated that she had five businesses for this month. She was able to get in touch with four of the businesses and had to leave a message with one. Committee Member Siewenie stated that most of the businesses asked questions about the Chamber and Rotary. She also stated that she called the businesses around 4:00pm and that seemed like a good time to get in touch with them.

Committee Member Taheny stated that he had five businesses for this month. He was able to get in touch with two of the businesses and had to leave a message with three of them. Committee Member Taheny stated that the two businesses he talked to were impressed about the Committee. He also explained to them that the Chamber and the Business Relations Committee are trying to work together and to be there if the businesses need anything.

**Business Enhancement/Event Planning Update**

Committee Member French informed the Committee that he has talked to Jeff and he has three possible speakers. Committee Member French also stated that Jeff and he would be available to step in, if the Committee has a hard time finding enough speakers. Committee Member Siewenie stated that she could also help and be a speaker at one of the meetings.

Committee Member French asked Committee Member Siewenie if she has had a chance in getting any sponsorships for the event. Committee Member Siewenie stated that she has not had a chance yet, but would start working on that.

**Business Survey Follow-up**

Chairperson Ruzanski stated that he had one business left to contact. He has set up an appointment with Kim Rogers from Childworks for December 4<sup>th</sup> and he will follow up with the Committee at the next meeting.

Committee Member French stated that he had talked to Fantastic's Sam's and the only question/concern they had was regarding the Sign Ordinance. They would like to know why you cannot have balloons for special events. Committee Member French stated that he informed them that it was a Village Ordinance. Ms. Andrews stated that the Village Board voted on what was thought to be appropriate, maintain a certain look and protect motorist. Ms. Andrews stated that the Committee could let the Village Board know how the businesses feel about the Ordinance. Trustee Bogdanowski stated that the Village Board

has given approval to non-for-profit organizations in the past to have different types of temporary signs up.

### **Holiday Party Planning**

Ms. Andrews informed the Committee that the invitations to the Holiday Party will be going to the Post Office on Wednesday, November 14<sup>th</sup>. The Village Board has already received their invitations and so will all Department Heads. Ms. Andrews suggested that the Committee pick up extra invitations to have with them when they make site visits so that they can give the businesses the invitations. Committee Member French asked Ms. Andrews if she knew what kind of food would be served. Ms. Andrews stated that she did not have that information yet. Committee Member French asked if she could let him know so that he can make sure there is enough room for the food.

Committee Member Taheny asked if there was any way to do an e-mail blast to all the businesses 2 – 3 days before the event. Ms. Andrews stated that the invitations will go to all businesses, information will be in the *Business Insider* and on the village's marquees. Ms. Andrews also stated that she will send a reminder e-mail to all the businesses that are signed up to receive the *Business Insider*. Committee Member Taheny stated that it is a good idea to remind them a couple days before the event. Ms. Andrews stated that the Chamber will also be advertising the Holiday Party in their newsletter.

Chairperson Ruzanski asked Committee Member French if he will need any help that day prior to the event starting. Committee Member French stated that that would be great. Committee Member Siewenie also volunteered to help. Chairperson Ruzanski stated that all Committee Members should arrive around 4:00pm to help set-up for the event.

### **NEW BUSINESS**

Committee Member French informed the Committee that he created a brochure about the Business Relations Committee that can be given to all businesses. He stated that when he meets with businesses, he likes to hand them something. Committee Member French asked the Committee to look at the brochure and let him know about any changes they feel should be made. He would like to have the brochures ready for the Holiday Party. Chairperson Ruzanski stated that the brochure looked great and that maybe the Committee Members names should be included. Committee Member French stated that the brochure would always have to be updated if you include the names and members leave. Ms. Andrews stated that she really likes what Committee Member French did with the brochure. Ms. Andrews only has a couple of changes that need to be made, otherwise it looks great.

Chairperson Ruzanski suggested putting information in the brochure about the Gordon Larsen Business Achievement Award. Committee Member French stated that the information is already in the brochure. Committee Member Siewenie suggested putting a line on the back page so that if a Committee Member would like to sign it and leave their number, there would be a spot for them. She also stated that Committee Member French did a great job.

### **STAFF REPORT**

#### **Holiday Party**

Ms. Andrews informed the Committee again that invitations have been designed and printed and are ready for distribution to the businesses as of November 14<sup>th</sup>. The Administration office will take care of providing containers to collect the donated food and will also take care of the appetizers.

### **Village Budget**

Ms. Andrews informed the Committee that the Village Board will be reviewing the proposed FY 2008 budget during Budget Workshops being held on November 13<sup>th</sup> and 15<sup>th</sup> at 7:00pm. The next step in the budget approval process will be to present the proposed budget to the public in a public hearing format. Finally, the Board will approve the FY 2008 budget at the Board meeting on December 13<sup>th</sup>.

Ms. Andrews also reminded the Committee about the McHenry County Council of Governments meeting on November 14<sup>th</sup> from 5:00pm – 6:00pm regarding Attracting New Businesses.

### **TRUSTEE LIAISON REPORT**

Trustee Bogdanowski told the Committee that the Village Board approved an Agreement on November 8, 2007 entitled “The U.S. Mayors Climate Protection Agreement”. 710 Mayors from across the United States have already approved this Agreement. The Village of Lake in the Hills will do whatever it can to help with the environment. Trustee Bogdanowki then read a portion of the Agreement to the Committee.

Trustee Bogdanowski informed the Committee that the Business Expo at the Summer Sunset Fest was very successful for the 2<sup>nd</sup> year. Village Clerk Denise Wasserman will now be Co-Chairing the Summer Sunset Fest with Trustee Mulcahy. So Trustee Bogdanowski has volunteered to take over the Business Expo with assistance from the Business Relations Committee. Trustee Bogdanowski stated that the Business Expo should be what the Business Relations Committee wants. Trustee Bogdanowski will work with the Committee, the Committee comes up with the ideas and Trustee Bogdanowski will make sure it happens.

Committee Member Siewenie stated that the Village Clerk did a great job this past year. Trustee Bogdanowski stated that the most time consuming part of the event is having a person for the businesses to contact, Trustee Bogdanowski stated that he can be that person. Chairperson Ruzanski stated that the Committee Members should give it some thought and he asked Ms. Andrews to put it on the agenda for the next meeting.

### **DISCUSSION**

None

### **AUDIENCE PARTICIPATION**

None

### **ADJORNMENT**

A motion was made by Committee Member Taheny to adjourn the meeting. Committee Member Siewenie seconded the motion. Motion was approved by a sign of aye, no nays. The meeting was adjourned at 6:35 p.m.

Submitted by:

Nancy Sujet