

**Village of Algonquin
Economic Development Commission
Meeting Notes
June 8, 2006
7:00 p.m.**

Agenda Item 1: Roll Call/Establish Quorum

PRESENT: Members: Chairperson Steve Karaba, Jerry Pinderski, and Jacquie Kacena. Staff: Katie Thornton and President John Schmitt. Absent: Tom McCabe, Mike Reilly, Mike Agee, and Carl Schnecke.

Agenda Item 2: Approve Minutes from May 11, 2006 meeting.

Chairperson Karaba stated the approval of the minutes will be tabled until the next meeting when a quorum is present.

Agenda Item 3: Algonquin Corporate Campus Marketing

Ms. Thornton provided an overview of the progress made on the Request For Proposal (RFP) for the marketing of the Algonquin Corporate Campus to date. Staff directly mailed 24 RFP to companies and posted the RFP on two websites. This generated nine submittals. Staff reviewed all nine proposals and created a short list of four companies to interview. The interview panel (Bill Ganek, Jeff Mihelich, Katie Thornton, Steve Karaba, and Mike Agee) conducted three interviews last week.

Chairperson Karaba and Ms. Thornton provided a summary of the three interviews conducted, highlighting the pros and cons of each company.

Mr. Pinderski inquired what experience Nortillo had with similar parks. Chairperson Karaba answered that they have done a variety of marketing and site selection work. Teresa Nortillo suggested that print ads are not the best way to spend limited funds.

Mr. Pinderski suggested that we meet the other team members of Nortillo before awarding the contract.

Ms. Kacena inquired how we ensure 3-4 appointments a month as promised. Ms. Thornton stated this would be worked out in the service agreement.

Mr. Pinderski suggested that the EDC meet with the company hired early in the process to meet them and have an open dialog about the work to be preformed.

Chairperson asked for consensus about recommending Nortillo and Associates to the Village Board to conduct the Algonquin Corporate Campus Marketing Campaign as outlined in their proposal. There was a consensus to recommend Nortillo and Associates.

Agenda Item 4: Village of Algonquin Website

Ms. Thornton stated the new Village website is live. She encouraged all EDC members to use the website. The new features include a section listing available properties in the Algonquin Corporate Campus, a listing of all Downtown businesses and general information about the EDC.

Mr. Pinderski said he used the website today and liked the new professional look of the home page and liked the personal directory. He noticed that the EDC was missing from the list of upcoming meetings.

Ms. Thornton stated all pages are being reviewed and if things need adjustment, please let her know.

Agenda Item 5: Other Business

Ms. Thornton mentioned the Business Connection newsletter was mailed out to all businesses in Algonquin. If the EDC has suggestions of newsletter articles please let her know.

Start thinking about Business Awards, this is the time to take pictures of great landscaping.

Agenda Item 6: Adjournment

There was no further business to discuss; the meeting was adjourned at 8:00 p.m.

Approved:



Steve Karaba, Chairperson, EDC