**MANTORVILLE ECONOMIC DEVELOPMENT AUTHORITY MEETING**

**TUESDAY, MAY 3, 2016**

**6:30 PM**

1. Call to Order – Chair Huppler called the meeting to order at 6:32 pm.

Members Present: Karl Huppler, Chuck Bradford, Jane Olive and Bob Soland.

Others Present: Abby Bradford, Char Shrager and Cami Reber.

1. Approval of Meeting Minutes April 5, 2016

Motion made by Commissioner Bradford, second by Olive to approve the meeting minutes as submitted. Motion passed unanimously.

1. Financial Report – Olive, Bradford to approve the financial report.
2. April 2016 YTD
3. Revolving Loan Fund Report

Olive noted what a fabulous job Lynette is doing on paying off her Loan. What a good business move. Cami to send a note to Dave Dripps as a reminder for his payment.

1. New Business/Old Business
2. City Logo Tag Line Policy and Next Steps

(Get Abby a list of items we use and the amounts for the logo – stationary, envelopes, etc.) Take a look a tteh list of the needs wants and wishes; go through and prioritize this list; Discussion on next steps for New Brand; Abby went through the list provided. Have our legal team review, protect/secure mark and tagline; A donation to the designer for the purchase of the font and the right to it and as a thank you. Anywhere from $20-$100. Plan the transition, Develop it, get it out to the press and order t-shirts posters or banner for the launch; implement it; review and approve the process for access to the brand; put together the list of primary logo placements; unveil it to the community, public and press; plan for the review, support and ongoing maintenance;

Chuck said he would drop it to Scott, City Attorney, work with Cami on the inventory, Jane motion to give the designer $50 – second Chuck, to ensure that the font will be usable at all times; a letter to be drawn up to go along with the donation asking permission for the use of the font (make sure attorney can approve this) All approved. Abby to share the information on to where she obtained the font.

Abby charges $70/per hour for further work on this.

Cami suggested items for the branding and how to move forward, Members agreed.

1. Update on Stage Coach Days 2016

Cami noted $475 in donation’s for Stagecoach Days. Karl noted some items that he cannot do for Stagecoach Days and is asking for help with the things he needs to do. He will not be present for the June meeting.

Discussion on the bands – Saloon will be having a band so if we could get bands to play from 1-7 pm? Bob hopes to nail it down this week. Bob is thinking we will need $5,000 to pull this off – those are the major expenses that they can think of. We have $2,500; discussion on vendor/ticket subject and if we keep a certain percentage of that, we could make up the rest that is needed. EDA could increase their budget this year in the hopes of getting reimbursed on some of it. Beer tasting subject - Bob will try to get that together this week.

July EDA Agenda – formation of the 2017 SCD Committee

Motion made by Member Olive, second by Bradford to raise the committement up to a $5,000 budget with the stipulation that the fundraising events will pay some back.

1. 9/11 Never Forget Exhibit

Brought as information and an update so all are aware.

1. Added Printer Estimate – walking tour estimate for 1,000 brochures at $948. $500 in the City budget. Char to incorporate the logo in the winter for the new round of order. Jane to approve the order of 1,000 brochures, second by Karl. Non city portion our of non city funds (EDA).
2. Subcommittee Reports

* Planning
* Acquisitions and Developments
* Signage
* Tourism
* Happy Trails

1. Adjournment – Meeting adjourned at 8:04 pm.