

## **Minutes: Economic Development      Date of meeting 10/21/2013**

The regular meeting of the Middle Smithfield Township EDC, was held on Monday, October 21, 2013 at 6:30 P.M. at the Schoonover Municipal Building with Deborah Kulick, Chairperson presiding.

Members present: Deborah Kulick (left early), Tim O'Donnell, Angel Santos, Beverly Brown, Carrie Wetherbee, Ed Regina

Also in attendance Township Liaison Annette Atkinson, Supervisor, Mike Dwyer

**Approval of Minutes:** Minutes was approved for September 9, 2013 meeting.

**Courtesy of the Floor / Public Comment:** Absent members were, Steve Van Way, Bob Hetu, Parin Shah and Steve Feuer. Sub-Committee member, Noreen Lowris.

**Correspondence:**

**Old Business:**

- a. LERTA – Parin Shah has scheduled to present LERTA to the candidates and members of the School Board on Oct 1, 2013. This meeting did not take place therefore Parin is scheduled to meet with the School Board this coming Thursday, October 24<sup>th</sup>.
- b. The Health Care Seminar hosted by EDC was held on September 18<sup>th</sup>. There seem to be conflict on how well received the seminar was for local businesses. The Supervisor report that there were less that five local business in attendance. It appears that Debbie counted all present which does not reflect the local businesses of Middle Smithfield Township.
- c. Future Seminars – Social Media Seminar will be held February 2014. Bob Hetu will coordinate the process for this seminar.

The Job Fair will be held in March of 2014. Steve Feuer will coordinate the Job Fair.

The Town Supervisor feels that the EDC have failed to follow the guidelines and provided complete results of out progress with the EDC events. EDC must do a better job in coordinating our events. Information must be shared with all the committee members.

All paper work to the Township must be completed before scheduling events. The forms are available for us stating the purpose of the seminar along with the names of the committee members handling the task. The responsibility falls on the committee not the Township Office Staff.

- d. It is important the EDC stay focus and complete the projects before them with the purpose and the complete results. It not necessary to have a full agenda with not results, but much more effective has a successful event with great results.
- e. Ed Regina, submitted his Market Profile, by Sperry Van Ness.
- f. EDC was the only committee to submit information for the Township mailing. However, out survey did not go out with the mailing.

**New Business:**

- a. Tim O'Donnell suggested that Middle Smithfield Township should create as brochure listing the business in our town. With this suggestion a New Project has been added to EDC agenda to create a Bi-fold as a Business Directory by spring 2014. The first distribution will be free. Charges to business will take effect with the second printing which is take place every six months.
- b. EDC must submit and complete the Project Application before it can be accepted and approved by the Town Supervisors. Volunteers on this project are Angel Santos, Carrie Wetherbee and lead person Tim O'Donnell.

Meeting Adjourned: 8:25 PM

Minutes: C. Wetherbee