

Economic Improvement Commission Minutes

The Economic Improvement Commission (EIC) held a meeting on Thursday, August 22, 2019 at Charlestown Town Hall

1. **CALL TO ORDER:** Chair Craig Marr called the meeting to order at 9:05 am.
2. **ROLL:** Present were Chair Craig Marr, Irwin Birnbaum, Deborah Carney (Town Council Liaison), Dominic DellaVolpe, Lorna Persson, Donna Walsh and Victoria Wicks.
3. **MINUTES FROM MEETING OF July 25, 2019** - The minutes were approved unanimously on a motion by Donna Walsh and seconded by Dominic DellaVolpe.
4. **TREASURERS REPORT:** Mr. DellaVolpe reported that the Commission has a current budget balance of \$2,500 for fiscal year ending June 30, 2020.
5. **TOWN COUNCIL LIAISON REPORT:** Ms. Carney reported that the Town website has some outdated information about the Commission which she volunteered to correct. She then provided an update on current Council activities.
6. **SPONSORSHIP OF THE 2019 HOLIDAY RAMBLE:** Ms. Classey updated the Commission on her continued contacts with potential businesses for possible participation in the Holiday Ramble, and she reported that the website design is complete. She has also had discussions with the Chamber of Commerce to get their support in promoting the event.
7. **UPCOMING BUSINESS FORUM:** Mr. Edward Huttenhower, Executive State Director of the RI Small Business Development Center at URI joined the meeting to discuss resources available for presentation at the October 24, 2019 Business Forum. Possible topics are: basic information on building a marketing plan, developing and managing a social media strategy, and cybersecurity for small businesses.
8. **DISCUSSION OF EXPANDING EIC BOARD TO NINE MEMBERS:** The Commission discussed the matter and decided to table it for further discussion at a later date.
9. **PUBLIC COMMENT:** None
10. **NEXT MEETING DATE and AGENDA ITEMS** - The Commission will meet September 26, 2019 at Town Hall. Agenda topics will include: Business Forum planning and an update on the Holiday Ramble.
11. **ADJOURNMENT:** The Chair accepted a motion to adjourn at 10:28 am from Donna Walsh and seconded by Dominic DellaVolpe.

Respectfully submitted,
Victoria Wicks
Acting Secretary

APPROVED September 26, 2019