

RICHMOND ECONOMIC DEVELOPMENT COMMITTEE

April 23, 2018 - Minutes

Call to order: 6:30 pm

MEMBERS PRESENT: David Woodmansee, Joe Reddish, Johnna Devereaux, Meredith Westner

Motions to approve Minutes of meetings:

MOTION to approve minutes: Joe Reddish / Johnna Devereaux 2nd / All in Favor

OLD BUSINESS:

- i. Richmond Map/Welcome Center Information Sheet
 - a. No response from Chariho Tech. Contacted an outside source, work not completed yet – working for completion in the next few weeks. Updated map to provide to graphic designer.
 - b. MOTION: Approve expenditure of \$300 for graphic design work (Joe Reddish/Dave Woodmansee 2nd/All in Favor)
- ii. Richmond Community Marketplace
 - a. No assistance is required from the EDC and this will be removed from future EDC discussion. Suggested that a flyer be created to be posted at willing local businesses to advertise festivals
- iii. Ocean Community Chamber of Commerce
 - a. Johnna to take on being contact – to reach out to the chamber of commerce
- iv. Richmond Business Info Packet
 - a. All members are to review for updates – to be primary focus of the next meeting

NEW BUSINESS:

- v. Update from Town Planner
 - a. No report
- vi. Commission Vacancy
 - a. Letter to Richmond Businesses
 - i. Dave was asked to attend a Town Council meeting – Councilman Wright asked that a letter be drafted to be sent to the local businesses stating that the EDC is looking for member that is a member of the business community. Joe Reddish to create a draft to forward to Dave Woodmansee.
 - b. Follow-up visits
 - i. Johnna Devereaux working to follow up with various leads.

OPEN FORUM:

Johnna Devereaux discussed Small Business Saturday – Communities can reach out to American Express (the program host) to provide advertising materials and incentives. Johnna to reach out to American Express to find out what is offered to investigate having Richmond focused Small Business Saturday event.

Request made to town administrator to add an Instagram account for the town

Adjourn: 7:49 (MOTION to adjourn meeting - Dave Woodmansee /2nd Joe Reddish /All in favor)

Next Meeting 5/21 at 8:00 pm