

Whitingham Economic Development Group

Whitingham Municipal Center

Selectboard Office

Jacksonville, VT 05342

**Minutes of** **Tuesday, April 25, 2017**

Attendees: Gretchen Havreluk, Kyle Frey, Phil Edelstein, Jenepher Burnell and Gig Zboray

Call to Order. Additions or Changes to Agenda Gretchen Havreluk called the meeting to order at 7:32am. There were no additions or changes to the agenda.

Approval of Minutes of March 28, 2017 **a motion was made by Jenepher Burnell to approve the Minutes of March 28, 2017, seconded by Gretchen Havreluk, all in favor.**

Approval of Minutes of Subcommittee Meeting of March 28, 2017 **a motion was made by Phil Edelstein to approve the Minutes of March 28, 2017 Subcommittee Meeting, seconded by Kyle Frey, all in favor.**

Website: After various discussion items the EDG wrote a letter of recommendation to the Selectboard to recommend Stephen Groundwater for website development, support and training; Gaia Host for website hosting, including email addresses and security; and Magdalena Sole to create a logo and design the website pages, professional photography (omit from her proposal social media aspect) and to create layout templates for newsletters, etc.

Town Plan ED Section: Gretchen edited the document, mostly working on the goals. The document was read and discussed. Jenepher made great recommendations and will work on the Google Docs to get her recommended edits into the document.

Flyers: Jeff Nugent, the WRC “map guy” is away for several weeks. In order to get the “Historic Tour” flyer out to the public in time for Memorial Day weekend minor edits to the text were made and the photo was changed. Gig will print 40 copies for the Wilmington Chamber of Commerce and Gretchen will let her know when/if more are needed. The flyer can be finalized when Jeff returns to work on the map, when our new logo and layouts are available from Magdalena and then be printed professionally.

Next meeting with Selectboard on April 26, 2017 at 7:30pm to recommend direction to take with website development. The next regular meeting scheduled for Tuesday, May 23rd at 7:30am.

Meeting adjourned at 9:00am

Respectfully submitted, ~Gig Zboray