

Business Development Committee Meeting Minutes

Wednesday, July 10 at 9:00 a.m.

Manistee Chamber of Commerce

Committee Members Present: Caitlyn Berard, Valarie Bergstrom, Stacie Bytwork, Tamara DePonio and Jodi Walter

Agenda	Notes
1. Welcome & Call to Order	Called to order at 9:00 a.m.
2. Approval of Agenda	Approved
3. Introduction of Executive Director position and new committee member	Completed
4. Update on other committee activities – Berard	Berard shared an update on the recent Design Committee meeting.
5. Spark Manistee <ul style="list-style-type: none">• Discuss timeline• Volunteers	See attached timeline. Members were encouraged to watch the Spark videos from the last event and review the Ludington Momentum and 5x5 information. http://www.momentumstartup.org/
6. Retention Study <ul style="list-style-type: none">• Review past surveys• Establish project timeline• Volunteers	It was agreed that Bytwork would make contact for copies of retention surveys from her contacts directed to larger employees and Berard would make contact with the Michigan Downtown Association and other local DDAs to request copies of their surveys.
7. Suggestions for new committee members	The committee was asked to forward any recommendations to the DDA Executive Director.
8. Next Meeting Date	It was agreed that an effort should be made to keep to regular meeting dates. Berard to send out a Doodle survey to reset the meeting date and times.
9. Adjournment	Meeting adjourned at 9:55 a.m.

Attachments

2020 Spark Manistee Event Timeline