



**Economic Development Committee
Monday, November 09, 2020, 5:00 p.m.
Bridgeville Town Hall
Minutes**

- I. **Attending:** Richard Grinnell, James Speegle, Sue Grenier, Christine Knubbert, Jane Houtman & Suzanne Farris. Meeting started at 5:06 pm.
- Also Attending:** Commissioner Bruce Smith, Town Manager Bethany DeBussy and Town Clerk Ashley Walls
- Absent:** Harris Mager
- II. **Approval of Minutes:** Minutes from September 14th were approved.
- III. **EDC Financials:** Richard discussed financials with the Committee.
- IV. **Old Business**
- A. Project Updates:**
- a. **Crosswalk/Intersection Painting:** Sue stated that there are no updates.
 - b. **EDC Website:** Suzanne stated that she had a meeting with the Management Information Systems Program Director from the University of Delaware, and they run a capstone program. Suzanne stated that this year they are doing the program for free and if the EDC signs on, they will put a team of students on the EDC's website. Suzanne stated that they will research websites, make a proposal to the EDC of what they think the website should look like and then, they will build, launch & market the website. Suzanne stated that they will train the EDC on how to use the website. Suzanne stated that they will meet to decide what the issues are and then they will meet with a website proposal.
 - c. **Ongoing Sign Grant:** Richard discussed with the Committee about marketing the sign grant with the Town Businesses on Market Street & Main Street
- B. Annual Review of Strategy of Goals- A Meeting to review this item was scheduled for November 30 at 3 PM.**
- a. **Review Goals**
 - i. Short Term (i.e., What can we do for the town now while the process of evaluation is taking place)
 - 1. **Banners**
 - 2. **Branding**
 - ii. Long Term (i.e., Steps to redefine the strategic goals)

V. New Business

- a) CGI Banner Program- Richard discussed the program with the EDC Committee. The Committee agreed they would recommend this program to the Commissioners for approval.
- b) Christmas Parade/ Event- Richard stated that he knows the Town did events for Halloween but didn't know if the Town would do something other than the Parade. Bruce discussed his idea of a Town Christmas Tree with the Committee. The Committee discussed events that could draw people to downtown Bridgeville. Suzanne discussed a New Year's Day event with the Committee.
- c) URL Ownership- Richard stated that the Town needs to own all of the URL's and that they need to get the information from Aliceanne.

VI. Committee Members Comments:

Town Manager DeBussy stated that the Town has slowly been digitally archiving documents and she found a Community Information guide. Ms. DeBussy would like to try and put a new one together.

VII. Adjournment:

The meeting was adjourned at 5:53 PM.

Respectfully submitted,



Ashley Walls, Transcriptionist