

Monroe Township Economic Development Commission

Meeting Date: December 12, 2011

Meeting began 15 minutes late as room was not unlocked. We held meeting in First Floor break room. In attendance were Michael Kretschmer, Ron Garbowski, Vic Peters, Tony Langella, Sharene Ginyard & Bud Robinson. Two guests were present-Linda Waters and Jared Valdez.

7:15 Meeting called to order and flag saluted.

- vote to allow Linda Waters to take meeting minutes-all in favor
- Mr. Kretschmer introduced Jared Valdez to group and explained Mr. Valdez's part in compiling business directory into a usable format. Mr. Kretschmer reviewed Mr. Valdez's experience and education. Mr. Garbowski requested that a copy of Mr. Valdez's resume be forwarder to him by email. He also requested that a citizen leadership application be completed and forwarded to him in the next few days.
- Mr. Kretschmer agreed to send all member's email addresses to Mr. Valdez so that members may be granted access to the online document file where the business directory is being created (Google Docs).

Old Business

Signs

- Mr. Garbowski announced that the DOT has confirmed and approved the application and permit for the signs to be installed. There is an additional \$100.00 required in permit fees.
- Concern raised-we have not seen the final artwork for the sign. Tony volunteered to contact Astro Sign Company and obtain artwork sample.
- Mr. Robinson motioned to approve the \$100.00 permit fee, Mr. Peters 2nd motion, motion was approved by all.
- Mr. Garbowski will contact Aileen to have the check cut.

Meeting Dates for 2012

- Mr. Garbowski noted that next meeting of January 16, 2012 would conflict with the MLK holiday. And the February 20, 2012 meeting would fall near President's Weekend. Group voted to change meeting dates to January 9, 2012 and February 13, 2012.
- Mr. Kretschmer volunteered to contact Aileen and notify her of changes in meeting dates.

Small Business Seminar

- Mr. Kretschmer asked if the EDC was still interested in hosting a Small Business Seminar. Group agreed to hold the seminar some time in late April or early May of 2012.
- Mr. Peters offered to contact a Commercial Lending professional to serve as a guest speaker.
- Mr. Kretschmer will contact Ms. Morina from the Gloucester County EDC to ask for direction and assistance in planning the event.
- Mr. Peters offered to contact Small Business Association (SBA) of New Jersey.

- Mr. Kretschmer to contact County Clerk's office to determine what is required to become a business.

Vacant EDC Position

-Mr. Garbowski expressed concern over the two vacant positions on the commission. He said that we need to fill these position and asked for suggestions from the group. After reviewing the ordinance it was determined that a professional from Marketing, a small business owner or a Realtor were needed.
-Mr. Peters volunteered to contact Mr. Matese, a local realtor, to see if he would be interested.

New Business

-Business Improvement District(BID)- Mr. Kretschmer asked questions such as- How do we determine what area this should include?, Who determines this?, How much planning before the BID or does the BID help with the planning?
- Mr. Kretschmer will contact Ms. Morina to determine how to begin the process. He also agreed to copy Mr. Garbowski on all communication with Ms. Morina.

Past meeting minutes

-Mr. Kretschmer reviewed past meeting minutes and asked for a vote. September 19, 2011 minutes approved-no changes. October 17, 2011 minutes approved-no changes. November 21, 2011 not an official meeting-no quorum-no vote.
**Change to notes Tony Langella should be marked as #4 EXCUSED for 11/21/11 as he did contact the chairman prior to the meeting.

SJ Tech Park Tour

-Mr. Langella commented that it was so advanced and wondered how they can really help Monroe Township. Mr. Kretschmer volunteered to contact the Tech Park-maybe to start a satellite office or program at the Library. Mr. Langella will contact Beth Lillie to see if feasible. Mr. Peters motioned to approve, Mr. Langella 2nd motion, all in favor, none against.

Summer Meeting in 2012

-Mr. Kretschmer asked groups opinion on holding meetings during the summer months for 2012. Mr. Langella voiced concern that perhaps a different day of the week may work better. Mr. Peters disagreed, stating that we need to find the right individuals for the Commission, changing the day of the meeting will not encourage participation. Mr. Robinson agreed with Mr. Peters statement and that we needed 7 active members willing to attend meetings, that will make a strong Commission. Mr. Garbowski stated that a quorum is needed for each meeting to allow the group to be effective and involved members willing to take on projects will make the difference.

-Mr. Kretschmer asked for a vote. Mr. Langella proposed motion for no meetings for July and August of 2012. Ms. Ginyard 2nd motion. Mr. Peters voted for. Mr. Langella, Mr. Robinson, and Mr. Kretschmer voted against. Motion did not pass. Meetings will be held in July and August of 2012.

Review of 2011 Accomplishments

- sponsored Call to Service Forum on April 6, 2011, as a result nine appointments to Monroe Township Board Committees were filled.
- worked with ROTC students to create posters of "What's missing from Main Street?" for Main Street Music Festival
- participated in Main Street Music Festival by manning tent, talking to residents and answering questions
- developed contact with Gloucester County EDC, Lisa Morina
- updating Business Directory
- met with Williamstown Rotary
- SJ Tech Park Tour
- "Welcome to Monroe Township" signs

Goals for 2012-Roundtable discussion

- Mr. Robinson would like to see completion of Business Directory and the Business Seminar
- Mr. Peters would like to see signs up in four corners of the Township, a Business Association, or more preferably an active Chamber of Commerce
- Mr. Langella would like to see an easy to use website dedicated to EDC and the businesses of the Township, he would like to see this in place by the time of the Business Seminar, a Chamber of Commerce or Business Association and he would like to see members of this Commission attend other committees meetings so that we may be more involved in the community.
- Ms. Ginyard would like to see the Business Association started and volunteered to research the difference between a Business Association and a Chamber of Commerce in time for the January 2012 meeting
- Mr. Garbowski agreed with Mr. Peters, that signs on the major routes into the town would be important and that discussion of possible locations would be addressed.

8:40 Mr. Peters motioned to adjourn the meeting
2nd by Mr. Garbowski

notes taken by:
Linda C. Waters