

SUMMIT LAKE AREA REVITALIZATION PLANNING PROJECT

Saturday 25 August, 2012
Village Office
10am
Exec. Steering Committee

ADGENDA

ROLL CALL:

WELCOME INTRODUCTION:

To be made by Village Trustees Committee Co-Chairs, Barbara Sagal and Larry Ostrander
(10 mins)

INTRODUCTION TO THE BOA PROJECT: Objectives of the planning project

To be made by PB Inc providing a project overview/history, BOA objectives, scope of work for project, reference to materials provided to each member. Explanation of BOA Steps 1, Step 2, & leading to Step 3.

(7 mins)

COMMITTEE INTRODUCTIONS: Made by each member, round table

To be made by each Committee member – emphasis on professional experience to aide the project acting as a committee member.

(27 mins)

COMMITTEE COMMUNICATIONS: Guideline

How does committee want to communicate – open emails addressed to all members? or another format?

(10 mins)

REVIEW OF WORK PLAN: Orientation

To be made by PB Inc

(15 mins)

REVIEW OF BUDGET – Project components, project consultants

To be made by PB Inc

(5 mins)

VILLAGE PURCURMENT POLICES for hiring BOA project contractual services

To be made by Village Trustees in relation to project components/budget

(5 mins)

DISCUSSION OF SCOPE OF PROJECT: In reference to Work Plan –1. Project Description.

Outcome: Suggestions taken for contractual services / consultants for RFQ.

Members – round table.

(40 mins)

MEETING SCHEDULE: - preferable time for members to attend monthly meetings.

Members – round table

(3 mins)

ADJOURNMENT