



Town of Warren, Rhode Island

Minutes of the Economic Development Board

The Town of Warren, RI Economic Development Board met at a Regular Meeting on June 17, 2013 at 6:00 p.m. at George Hail Library, located at 520 Main Street.* The presiding officer was Karen Dionne. Board members present were Sara Volino, Kathleen Tucciarone, Moe Clare, Spencer Morris, and Ben Terry. Board member Christine Lichatz was absent. Ex officio member Caroline Wells was absent. Kristin MacDonald was present at the meeting to serve as Secretary to the EDB.

**meeting will be held on the second floor of the George Hail Library while renovations are being done to the basement of the Town Hall*

1. Review and Approval of Minutes from Regular Meeting held May 21, 2013

The minutes from the regular meeting held on May 21, 2013 were reviewed by the board via email. A motion was made by Ms. Volino to accept the minutes from the regular meeting of 15th, the motion was seconded by Ms. Dionne, and all members were in favor.

2. Update on work group assignments per work plan

The Board reviewed the work group assignments and made changes to plan as necessary.

3. Discussion on initiation of media/marketing planning

The Board agreed to have a Special Meeting on July 8th to discuss the media and market planning strategy in detail. This meeting would be in addition to the next scheduled meeting for Monday, July 15th. Mr. Terry and Ms. Tucciarone said that they would both be interested in working on a media/marketing planning work group. The Board discussed marketing and public relations opportunities for Warren, including a summer promotion in RI Local Magazine.

4. Update on way finding signage work group

Ms. Dionne and Caroline Wells had a brief meeting to discuss the next phase of way finding signage; the work group will meet during the last week of June to further discuss plans and funding for additional way finding signage.

5. Update from tree ordinance work group

The Board briefly discussed the tree ordinance. Ms. Tucciarone said she will review a copy of the proposed tree ordinance before the ordinance goes before Town Council for approval.

6. Update from town wide cleanup work group

Due to the absence of Ms. Lichatz, this item will be discussed further at the next meeting.

7. Report on 2012 grant fund expenditures

At the June meeting, the Board voted to assign \$1400.00 of the available grant funds to landscaping for the Town Hall, \$500.00 to the ShipShape Challenge, and the remaining \$600.00 to the banner project. Based on the discussion on the media and marketing planning work group, the Board agreed to request that the \$600.00 be used for media promotion for Warren in RI Local Magazine. Ms. Dionne will contact Caroline Wells to make certain the funds can be applied to marketing instead of the banners. Mr. Lombardi has a contact at RI Local Magazine.

8. Discussion of 2013/2014 EDB budget

Ms. Dionne will get the exact amount of the 2013/2014 budget and the Board will discuss this at the next meeting.

9. Discussion of guest speaker for a public EDB meeting for fall 2013

The Board discussed ideas for a guest speaker for the fall of 2013. One idea was for the EDB to host a small business outreach workshop to promote growth for existing business owners. Mr. Morris felt the EDB should focus on municipal issues. The second suggestion was to focus on beautification and waste management. Ms. Lichatz could possibly have a contact for a presentation on Waste Management.

A motion was made to adjourn by Mr. Lombardi, the motion was seconded by Mr. Morris, and all members were in favor.

The meeting adjourned at 8:00 p.m.

Respectfully Submitted,

Kristin M. MacDonald
June 14, 2013

