



ROCKVILLE ECONOMIC DEVELOPMENT, INC.
EXECUTIVE COMMITTEE
September 8, 2020, 4:30 p.m.
VIA Zoom Meeting

Committee Attendees: Susan Prince, Bridget Donnell Newton, Nancy Regelin, Jennifer Hester

Staff: Cindy Stewart

Not Present: Scot Browning

1. CEO Report

- Financials – covered in the Finance Committee meeting immediately after.
- Economic Development Update
 - Staff will prepare an RFP for a business survey
 - Staff continues to work with the City on neighborhood branding
 - The Incentive application deadline is the end of September and will be put out on social media.
- MWBC Update
 - Working on an online event in lieu of the luncheon. Will be in November. The Committee commented on online fatigue and not requiring a long conference.
- The Committee asked for more bullet points for details on the CEO report for future agendas.

2. Board Business

- MOU Talking Points
 - Will present the annual report and presentation to the Board on the 28th that will be given to the Mayor & Council on October 5th. This will help develop questions/points to emphasize.
 - Susan mentioned she wants to grow board member attendance at Mayor & Council meetings.
 - It was mentioned we need to figure out how we will logistically have the annual joint meeting with Mayor & Council and the Board.
- Action Items/Chart
 - Will add a column for dates, as well as a column for impact/priority
 - Will add a goal of engaging more at the County level
- Committees
 - Susan will follow up with Scot Browning.
 - The marketing committee will be needed while websites are launching, and probably through the end of the year.

- There is a desire for Committee members to be involved and engaged.
- A Nominating Committee may be desirable. (The prior one was Dale, Todd and Morgan).
- There may be need for a By-Laws review effort.
- Susan mentioned that she was asked to join a County Task Force headed by Sidney Katz. This will give visibility and help with our goal of County engagement.
- Board Packet
 - The Conflict Disclosure form should be reduced to reflect the role of the board members, which is not handling funds. Focus on “controlling interests” rather than all financial interest.
 - We will add the Board Member terms to the packet.
 - We will add bios of each Board Member to the packet.
 - We will add a staff organizational chart with positions/titles to the packet.
 - The Committee will reflect on Board Duties and other items for the packet.
 - The Packet will be on the next agenda.

3. Other Business

The City Attorney resigned, and Cindy Walters is Acting City Attorney. The discussion at Mayor & Council on October 5th will include a discussion of the Over/Under concept for 355.

Next Meeting: October 13, 2020, 4:30 p.m., Via Zoom