



ROCKVILLE ECONOMIC DEVELOPMENT, INC.
EXECUTIVE COMMITTEE MINUTES
September 10, 2024, 4:30 p.m.
Hybrid Meeting – REDI office and Zoom

Committee Attendees: Susan Prince, Nancy Regelin, Monique Ashton

Absent: Bei Ma, Todd Pearson

Staff: Cindy Rivarde, Amanda Bosland, Richelle Wilson

1. CEO Report.

a. General

- i. Holiday Party – Ms. Regelin has secured a space at the Ansel for the holiday party. The dates of December 3, 4 and 10 will be brought to the Board for consideration. We will ask Charles if he will cater again. Ms. Prince noted that a case of wine/beer was more than sufficient in years past. It was discussed that we would support Interfaith Works for the charitable focus. Ms. Wilson will get a list of items needed for donation.
- ii. Joint Meeting/Workshop – The joint meeting between the REDI Board and the Mayor and Council will be October 21. The Committee went through preliminary materials and provided suggestions. Staff will make edits and work with Ms. Regelin and Ms. Prince to get in a good form for presentation to board members who will attend.

b. Economic Development

- i. Branding Project – Ms. Rivarde noted that the second iteration of the logo would be presented to REDI on Friday.
- ii. Small Scale Manufacturing Cohort – Ms. Wilson is finalizing the agreement with 37Oaks to provide technical assistance and is filling up cohort spots. Additional spots remain.
- iii. Website Updates – the Committee did not discuss this item.

c. MWBC

Ms. Nguyen was attending the AWBC conference and did not provide updates. Ms. Rivarde noted that an offer for an Associate Business Counselor had been accepted, and a new employee is expected to start on the 16th. The position for the Associate Program Manager assisting with Shop Local remains open.

2. Board Business

- a. Draft BOD Agenda – Kelly Groff will present at the September meeting.
- b. By-Laws – By-laws need to be revised.

3. Other Business

- a. None.