**West Liberty Business Association –** Meeting Minutes, August 11, 2016, 7:30 a.m. @ Sweetie Pie’s

**Present:** Officers: President Ryan Berry (Berry Digital Solutions), Vice President Chris Anders (Berry Digital Solutions), Secretary Katie Neer (Solomon’s Garage), Members: Sherry Forsythe (Highland Country Store), Tami Wenger (Gloryland Ministries, Project Teddy Bear), Michelle Neer (MCC Thrift), Cindee Boyd (Village Clerk), Margaret Hager (A Needle Pulling Thread), Roberta Yoder (Bobbi’s Bungalow and Yoder Concrete), Jayne Griffith, Cyndi McClure, Nancy Spragen (Library)

**Advertising/Website:** Ryan is still working with Main Street Graphics on printing brochures and fall save the dates. He hopes to have them done by Labor Day for distribution at the festival. The fall save-the-date postcard will have a historic photo from the 1913 flood provided by Bobby McClure, and it will include the following events: Fall Open House, Tour of Homes/Adriel Quilt Auction, Trick or Treat, Christmas Preview, Christmas in the Village. Ryan & Chris will work on adding new seasonal photos to the website header about once per month and they will add banners to the website for current events like Labor Day Weekend, etc. 5 Member Spotlights have been submitted. Businesses are all encouraged to fill out the questionnaire and be featured. Let us know a time of year you would like to be featured and also if you don’t have answers to certain questions in the survey, feel free to submit “N/A” as your response. We would rather get a partially filled out questionnaire than not at all.

**Street Market:** The street markets are done for the summer. Looking ahead at next year, we should start later in the day on Fridays and only offer one street market per month, on the 3rd Friday of each month throughout the summer. We should plan to have live music and food trucks on each occasion. We should consider having a theme for each street market – possibly a kids street market (where only children sell products), etc. to benefit their school classes, 4H groups, etc. We will want to coordinate the Bicentennial with one of the Street Markets. Cyndi turned in the cash from the vendors to Ryan Berry to pass on to Mark Boyer, Treasurer. Katie and Ryan both counted it - $135.

**Labor Day:** Ryan and Chris have reserved a booth for the West Liberty Business Association at the Labor Day Festival. Margaret will provide the EZ up canopy. We need 1 or 2 tables. We can reuse the tablecloth from the Tour of Homes last year for the table. Ryan will email out a sign-up sheet for 2 hour time slots for businesses to work the booth. Members are encouraged to participate at the booth and use it as a free advertising opportunity for your own businesses. We will have a suggestion box and poll on the website on a device at the booth for suggestions for the WLBA and for what businesses local residents might want to see in the area.

**Other:**

* The Tour of Homes will be Oct 15, the same day as the Adriel Quilt Auction. On tour will be Bobbi’s Bungalow, the Moell home, the Carroll home, the Gratz home (former Pioneer House), and the Davis home. Volunteer tour guides for 2 hour time slots are needed. As a benefit, if you participate as a tour guide, you get a free dinner and preview tour 2 nights before the actual tour. Ryan encouraged coordination with the Grove/restaurants for food during tour.
* Businesses are encouraged to get involved planning the Bicentennial Celebration for next year. Now is the time to get involved.
* Marie’s and Ziplines are offering a customer service seminar. See previous email for details.
* The Project Teddy Bear Walkathon will be at Lions Park Aug 13.
* The BOSS run will be Aug 20 at 9a.m.

**The next monthly meeting will be Thursday, Sept 8 at 7:30a.m. at Liberty Gathering Place.**