



Meeting Minutes

HAYDEN ECONOMIC DEVELOPMENT COMMISSION

HAYDEN TOWN HALL – 178 W JEFFERSON AVENUE, HAYDEN

WEDNESDAY, November 20th , 2024 5:00 P.M.

Minutes Recorded by Project Manager Corona

1. CALL TO ORDER

2. **ROLL CALL** *In attendance were Chair Bonnucci, Vice Chair Erhart, Commissioner Scurlock, Commissioner Booth, and Project Manager Corona.*

3. NEW BUSINESS

- Business Pitch Competition 2024 11/16/24 – Debrief
 - a. Discussions on the successes and learning opportunities from this year's business pitch competition highlighted several key takeaways:
 - i. A major success was the organization of the presentations and the overall flow of the event. The event proceeded smoothly, with seamless transitions, and the audio and video systems effectively supported the pitches.
 - ii. We were fiscally responsible with the funds used for the mixer, ensuring a good return on investment. This was an effective use of our Walnut Street Market activations.
 - iii. The timeline for sponsorship outreach, participant presentation deadlines, and communication via social media was well-managed. However, next year, we may consider reaching out to sponsors a month earlier to allow more time for engagement.
 - b. Improvements for next year would be:
 - i. Purchase a clicker to help ensure presentations are executed effectively, as some presenters were distracted by difficulties navigating their slides.
 - ii. Better monitoring of time limits for pitches to ensure all participants have the same allotted time.
 - iii. Commissioner Erhart suggests offering an RSVP option for events like this one on our social media platforms.

4. OLD BUSINESS

- New Business Welcome Program Discussion

NOTICE: Agenda is subject to change up to 24 hours before scheduled meeting. If you require special assistance in order to attend any of the Town's public meetings or events, please notify the Town of Hayden at (970) 276-3741 at least 48 hours in advance of the scheduled event so the necessary arrangements can be made.

- a. Further discussions were held regarding the New Business Welcome Program. A potential first step is creating a one-pager with resource information for new small businesses. This one-pager would include contact details for Town Staff, the HEDC Board, sales tax enrollment information, and additional resources such as details on the RCEDP open house meetings at Town Hall. A member of the HEDC would distribute this document to provide a warm welcome to new businesses. Additionally, the one-pager could include other relevant information to support these businesses. Project Manager Corona will collaborate with Trey to develop a one-pager suitable for distribution during local business visits.

5. STAFF AND COMMISSION MEMBER REPORTS

- December HEDC meeting will take place at Town Hall on 12/18/2024 at 6PM.
- Action Item: Community Development Director Ebbert, please ensure the Outlook meeting and Zoom link are updated to reflect the third Wednesday of each month moving forward.

6. ADJOURNMENT

Meeting Adjourned 5:45PM