Meeting Date:

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| --- | --- | --- | --- | --- | --- | --- |
| **Time** | **Discussion Item** | **Person Responsible** | **Decisions Required** | **Decisions Made** | **Actions Required** | **Person Responsible Date to be completed** |
| 6:30  pm | Welcome, introductions | Ave & Theresa |  |  |  |  |
| 6:35  pm | Tourism Grant presentation | Kyle Barnhart |  |  |  |  |
| 6:50  Pm | Review: Loan/Grant Program | Theresa |  |  |  |  |
| 7pm | Book Boxes | Jean Currie |  |  | Jean & Kim will tidy up book collection at school and publicize the book boxes & their locations, etc. | This spring or summer |
|  |  |  | Nora asked if she & Beth can put library info in book boxes | Jean said yes she can |  |  |
| 7:10  Pm | Business List and Business Survey Discussion | Ave & Kristin | Updating list of businesses in S. Seneca County, and a survey of what businesses need or envision. |  | Kristin will share the responsibility of updating the business spreadsheet with Jean and possibly a few other residents.  Deborah, Eileen, and/or Ann Young (evaluation coaches) can all help STEPS put together a survey. | Hopefully the business list will be completed by the late spring/early summer. |
|  |  |  | Facebook STEPS Community Business Group |  | Kristin will support resident & business owner Laurel O’Donnell in running this FB Group | In the next month? |
| 7:20  pm | Action Item Updates | Theresa |  | Community Wide Survey |  | Survey going out April 12 |
|  |  |  |  | Earth Month/Earth Day activities | Resident Meg Jastran wrote a letter to the editor encouraging people to clean up trash along the roadsides or engage in other simple activities for Earth Day | Letter to the editor is going out soon; Kristin and Kim will promote Earth Day activities on FB, IG & enews. |
| 7:30 pm | Farmers Market update | Ave |  |  | Need more vendors, ideas for recruitment |  |
| 7:40  pm | 4 questions Deborah shared | Ave | What have we accomplished? Grants, loans, book boxes, communiversity classes, community gardens, farmers market, Jean Currie noted village improvements in appearance |  | We will bring up the other three questions at May’s meeting. |  |
| 7:55  Pm | Next meeting is May 6th, 2021 |  |  |  | Erica Herman will present about HeatSmart FLX |  |