

## Master Plan Update Working Group

### Meeting Minutes

July 22, 2024

Remote Meeting

Present: Chris Webb, Meg Walton, Carey Ford, Margaret Ellibee, Maggie Bacon. Consultants: Brad Lonberger, Elise Craft, Shannon Morgan,

1. Questionnaire: Elise and Brad reported that the Community Questionnaire is Live, and a QR Code has been created. Elise will contact local media outlets to announce this process. She also gave the Village Office a draft of possible announcement wording for the e-mail blast.

2. Stakeholder Outreach Update: Part of the plan for the first outreach event is to have outside stakeholders available to informally discuss ways they (stakeholders) are responding to certain identified needs. (For example, as the Village looks at housing needs, Housing North is a potential "outside stakeholder"). To date: the ABC group and Housing North were contacted. Housing North is a yes. 20 Fathoms (more of an economic development stakeholder) was also contacted and may be able to attend the future open house.

3. Data Collection Review. A part of the update for the Master Plan includes providing an update on the data. To date, the collection includes housing information and demographic data. recent data.

4. Joint Work Session Presentation Review. The slide show was reviewed. (There is a link at the bottom of the notes that connects to the Empire Master Plan Library).

5. The timeline and schedule was reviewed.

A. Joint sessions -

1. Thursday, July 25 - 6-8 (Glen Lake Library)
2. Thursday, August 1 - 6-8 (TBD)
3. Thursday, August 29 - 6-8 pm (TBD)
4. Thursday, September 19 - 6-8 pm (TBD)

B. Public Open House

1. Thursday, August 1 - 4-6 (TBD)
2. Thursday, August 29 - 4-6 (TBD)

6. Committee members are encouraged to promote the Open House on August 1.

7. Consultants will be working on preparing stations and board for the Open House - and inviting additional potential partner agencies.

Link to the Empire Master Plan Library: [Empire Master Plan Reference Library](#)

Submitted: Maggie Bacon