

**Carpentersville Business Development Commission**  
**Meeting Minutes**  
**September 26, 2023**

Chairman Skillman called the Business Development Commission meeting to order at 5:05 p.m. Present were Village President Skillman, Village Trustee Richardson, Kay Teeter, Karen Trzaska. Greta Salamando Business & Community Engagement Coordinator was also present. Absent was Dan Comenduley, Melissa Hernandez and Nick Scarpelli.

**Approval of Meeting Minutes for August 22, 2023**

Kay Teeter made the motion for the approval of August 22, 2023 minutes, was seconded by Trustee Richardson, motion carried.

**Business Visitation Program**

No new visits, but working on dates with Kohls, Home DePot, and Polynt

**Created in Carpentersville**

Update October 10, 2023 at the BRIX, Committee members can assist with set-up and take down as well as greeting. The Village will order name tags for committee members.

**Commercial Business updates**

Ms. Salamando discussed the new businesses applications and status of current projects.

**Other Business**

Ms. Salamando mentioned talking to Business View Magazine about the possibility of being high lightened in the magazine.

**Adjournment**

There being no further business to come before the Business Development Commission, **Karen Trzaska made a motion to adjourn the meeting, which was seconded by Kay Teeter. Motion carried and the meeting adjourned at 5:39pm.**

Respectfully submitted,

Greta Salamando