

**Arlington Economic Development Commission**  
**Summary Minutes**  
**Tuesday, November 8, 2011**

<b>Members</b>	<p>Present: M. Almquist, T. Bilich, R. Bushkoff, A. Cowett, R. Doud, S. Duran, M. Foster, L. Franklin, J. McClain, B. Monroe, J. Norris, E. Pages, F. Poli, D. Theus, S. Timme</p> <p>Absent: R. Aberth, M. Bondi, P. Gillen, C. Hayashida, M. McKeough, H.K Park, G. Raines, V. Schwartz, T. Yeatts</p>
<b>Guests/Ex Officio</b>	C. Zimmerman (County Board); C. Cassidy (Rosslyn BID)
<b>Staff</b>	T. Holzheimer, C. Richmond, K. Rindfusz (AED); S. Sissman (CBO)
<b>Call to Order and Welcome</b>	The meeting was called to order at 8:05 AM by Chair Norris.
<b>Approval of Minutes</b>	Minutes from the September 13, 2011 meeting were approved unanimously.
<b>Discussion Items</b>	<ol style="list-style-type: none"> <li>1. Director’s Report – T. Holzheimer</li> <li>2. Update: Economic Sustainability – D. Theus</li> <li>3. Update: Sign Ordinance Review – B. Bushkoff</li> <li>4. Update: Small Business Roundtable – C. Zimmerman</li> </ol>
<b>Materials Distributed</b>	<ol style="list-style-type: none"> <li>1. Agenda</li> <li>2. Minutes from September 13, 2011 meeting</li> <li>3. SBR Action Plan Update</li> </ol>
<b>Adjournment</b>	Commissioner Almquist adjourned the meeting at 9:09 AM. The next meeting of the Economic Development Commission is scheduled for Tuesday, January 10, 2012. A tape recording of the meeting may be heard by contacting the AED offices.