

**BUSINESS LIAISON & MARKETING COMMITTEE  
MEETING MINUTES  
November 22, 2016**

The Business Liaison & Marketing Committee Meeting was called to order at 5:15 p.m. by Co-Chair Linda Burt.

Roll Call was taken.

NAME	PRESENT	ABSENT
Linda Burt	X	
Bill Norden		X
John Spencer	X	
DeAnne White	X	

**OTHERS PRESENT:** Dianna Schuler & Jo Ann Johnson

Approval of Meeting Minutes

John Spencer motioned to approve the October 14, 2016 Meeting Minutes. Motion was seconded by DeAnne White and carried.

**Business Meeting**

Nomination of Officers

DeAnne White motioned to propose the current officers as the recommended Slate of Officers for 2017. The Slate of Officers will include:

Cary Robbins / Linda Burt, Co-Chairs  
Debbie Clausen, Vice-Chair  
Mary Boogemans, Secretary

John Spencer seconded the motion. Linda abstained. Motion carried.

Other Business

Dianna informed members that the Business Liaison & Marketing and Oversight Committees will coordinate performance information to be included in the PY 16 Annual Report. Dianna told members that Pam asked her to get members thoughts and ideas about future Press Releases. Dianna told members that she asked the Core Partners for any news items they would like to have included on Facebook and Twitter. She said that she is expecting a Press Release from IDES regarding their statewide workshops on the unemployment tax changes.

Dianna then told members that she is working with Illinois workNet to coordinate some webinars in the future for IDES promoting veteran benefits for businesses. She noted that the last virtual job fair went technologically well. Dianna commented that 34 individuals have viewed the recording of the last virtual job fair.

Linda suggested that a Press Release be submitted announcing the new officers for NCI Works. She also noted that a Press Release could be done for each of the standing committees outlining their responsibilities. Members noted that photos should accompany the article.

In regards to the Annual Report, members noted that partners should include highlights of their agencies and connection to NCI Works.

#### Public Comments

None

#### Adjournment

With there being no further business, Linda Burt motioned to adjourn. Motion was seconded by John Spencer and carried. Meeting adjourned at 5:28 p.m.

Jo Ann Johnson