

December Economic Development Report 2014

1. Proposed, composed text, arranged and consulted on design of 8-screen Spectrum slide and postcards for Candlelight Night - paid for by Economic Development Office. Proposing advertising on Spectrum screens of village-wide events three times a year.
2. Provided information packet about Village of Kinderhook to new owners of Kinderhook Corners.
3. Conceptualized re:TREE An Exhibition About & For Trees, identified artists, composed Call for Entries, contacted artists, prepared space, hung the show, conceptualized, composed text, arranged for design of advertising poster, distributed advertising. Planned and solicited donations for food and drink for opening reception. Arranged for media coverage. Disseminated information about exhibition online.
4. Consulted on Kinderhook Tree Fund.
5. Continued on-going liaison with current business owners, KBPA, and winter farmers' market.
6. Consulted and worked with Carol V. on posting information about second-floor leasing of Village Hall.
7. Began an effort to direct-market leasing of second floor of Village Hall by identifying and contacting potential instructors for classes. Once hours are set advertising the space may be discussed.
8. Composed a marketing packet for 5-7 Hudson Street in consultation with PCJ Development - now ready for distribution.
9. Conceptualized "Kinderhook in Your Pocket," composed text, consulted on design. Ready to launch.
10. Composed second side of Village of Kinderhook Economic and Development News Fall 2014 flyer to include profile of village events, organizations, and activities.
11. Continued on-going liaison with Columbia County Economic Development Corp. and Columbia County Chamber of Commerce.
12. Helped plan and execute "The Big Flush" ceremony for sewer system.
13. Continued online postings of Village of Kinderhook events to free calendar events in multiple media sources.
14. Assisted with planning and solicitation of craft vendors for Candlelight Night and assisted with flyer for distribution.
15. Consulted with Mark Browne and suggested direction for revisions of comprehensive plan.
16. Arranged for meeting (December 14) with Mark Browne and Alan Appelbaum, President and CEO of Market Probe International. Mr. Appelbaum is a weekend resident who has offered to do pro bono work for the village as support for comprehensive plan redo.
17. Assisted Mayor Weaver with CDBG employment forms by meeting with The Flammerie and Mayor Weaver to clarify and assist with completion of necessary forms.
18. Consulted with Carol V. to suggest updating village website with current events and news. Liaisoned with designer Cathy Boyd to post Candlelight Night graphic on village website.