



City of Doral Economic Development Advisory Board Workshop Minutes

Tuesday, November 3, 2015

8401 N.W. 53rd Terrace
3rd Floor Training Room
Doral, FL 33166

1. Call to Order / Roll Call of Members

Meeting was called to order @ 8:33 a.m.

Juan Casimiro	Present
Felix Murillo	Present
Dr. Vicente Rodriguez	Present
Luis Galindez	Present
Vacant Seat	

2. Roll Call of Members

Also present were:

Manuel Pila, From City of Doral Economic Development Officer
Marco Giron, Jenny Lafee, Evan Owen, Alex Trajero Karina La Rosa City Staff

3. Public Comments – Paola Moreno was in Introduced as a potential EDAB member while we wait her official appointment.

4.

a. Discussion Item I– Annual Consulate / Executive Reception Logistics & Coordination:

Mr Pila gave update on RSVP – also on setup and procedures.

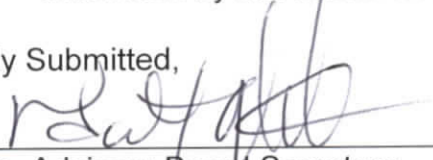
Mr. Giron informed us as to RSVP list as well as set up of walk up and receiving area, name tags and set up of Multi-Purpose room

Discussion was held on Art used and the set-up that would best work.

Mr. Owen spoke on 3 position set up and protocol for reception and how best to receive the invitees and accompany them away from receiving area. Mr. Casimiro inquired as to press coverage. Own informed us as to press event release that the City was planning. Mr. Pila spoke about announcements and events that might be suited for presentation during event. Mr. Owen spoke as to the fact we would be wearing badges to have guest recognize who we are. Jenny spoke as to the giveaway item that was being planned by the City for the Event.

- 5. **Future Meeting Dates** – Regular Meeting was scheduled for Nov 17th, 2015 At 5:00 PM ✓
- 6. **Adjournment-** The meeting was adjourned by Chairman Casimiro and Seconded by Mr. Murillo at 8:56 AM

Respectfully Submitted,



Felix Murillo, Advisory Board Secretary

Motion to approve the minutes of the November 3, 2015 Economic Development Advisory Board Meeting made by _____ and seconded by _____.

Board Member



Board Member



Board Member



Board Member



Chairperson