

Workplan Page

Committee	EV
Board Approval Date	
Budget Allocation	

Goal: To continue to develop Business Resource guide

Activity: Create content for Business Resource guide

Outcome: A business resource guide to hand out to potential businesses for Heflin Main Street

Tasks	Person Responsible (Name)	Staffee Committee (Time)	Task Deadline (Date)	Budget \$\$	Follow-Up Required (If needed)
1.Create content for sections of business resource guide	Committee - sections split between members		March 1, 2019	\$0	
2.See if graphic designer can create business guide shell along lines of new Heflin MS branding	Tanya Maloney		October 1, 2019	\$250	
3.Continue to work with city and Chamber on business resources	Committee	Continuous	No deadline	\$0	
4.Incorporate a New Business packet/gift for new businesses opened	Committee		Have ready when resource guide is complete	\$? - Depends on what would be included in the gift	

5.					
6.					