

BILLINGS REBRANDING COMMITTEE MINUTES

Wednesday November 13, 2019

Present: Bryan Barker (Chair), Dianne Fraser, Todd Gordon (EDO), Sandi Hurcomb, Craig Jackson, Diane Larocque, Ruth Farquhar

Regrets: None

Call to Order: 6:30 pm

Motion to Accept Agenda: as amended (Item "b" added to New Business: "Recommendations to Council") Farquhar-Jackson.

Pecuniary Interests: None

Adoption of Minutes: Farquhar-Larocque.

Old Business:

1. **Review and Discussion of Logo Contest Submissions:** The committee had received two logo design submissions. Prior to the meeting, the committee members were asked to individually review and comment on the submissions, using a criteria assessment guide. At the meeting, the designs were viewed in turn, with a round table discussion of their pros and cons. The committee did not select either submission

New Business:

1. **Discussion of next steps:** Discussion involved perception of the need for professional design, approaches to soliciting professional design, the possibility of having staff create a request for proposal with committee input, and implications regarding the corporate procurement policy. This lead, in turn, to discussion of timeline, cost/budget, and what details should be included in an RFP. The staff rep suggested he start with a draft guidelines document and share this with the committee for refinement at the next scheduled meeting

Next Meeting: Thursday, November 28th, 7:00 pm

Adjournment: 6:55 pm. Farquhar.