



CITY OF WILLIAMSBURG
Economic Development Authority

TO: City of Williamsburg Business Owners
DATE: September 18, 2009
SUBJECT: "Business Roundtable" Initiative

Recently the Economic Development Authority (EDA) identified a series of initiatives to help existing businesses located in the City of Williamsburg. One of these initiatives is the creation of a "Business Roundtable" with the overarching goal of improving direct communications between business owners and the City. We think this is important in all economic climates and intend for this to be a long term program. Here is a brief summary of the initiative:

City of Williamsburg Business Roundtable

What:	<ul style="list-style-type: none">• Monthly lunch gathering at a City restaurant or other City facility
Who:	<ul style="list-style-type: none">• City of Williamsburg business owners / senior managers• City of Williamsburg representatives (appointed, staff, and elected). There will typically be one or two representatives, on a rotating basis.
When:	<ul style="list-style-type: none">• Second Tuesday of every month• 12 noon until 1:00 pm
Where:	<ul style="list-style-type: none">• City restaurant/facility with ample seating and arrangement for Business Roundtable. The location will rotate from month to month.
Format:	<ul style="list-style-type: none">• 10-15 minutes of gathering and ordering food.• Brief talk/presentation by City representative(s) if there is news to share• Q&A and discussion of business issues pertinent to the presenter
Who pays?	<ul style="list-style-type: none">• "There is no such thing as a free lunch." That well worn saying applies here as well. All attendees are expected to pay their own way.

The EDA will announce location and City representation roughly two weeks before each Business Roundtable session. To keep costs down, we will send details via e-mail. With that in mind, please take a moment to provide your contact information at www.williamsburgva.gov/business.

Also, mark your calendar for the first Business Round Table to be held on Tuesday, October 13, 2009. We will send details to you at the email address you provide.

The EDA sincerely welcomes your involvement in the Business Roundtable. We intend for discussion to be lively and beneficial to business owners and the community at large.

Respectfully,

Monty Mason
Chair, Economic Development Authority
City of Williamsburg