

**MINUTES OF THE ECONOMIC DEVELOPMENT COMMISSION
AND VILLAGE BOARD
April 19, 2023**

The meeting of the Libertyville Economic Development Commission and Village Board was called to order at 7:30 a.m. at the offices of Belle Aire Creations, 870 Technology Way, Libertyville, Illinois.

Members Present: Chairman John Cortesi and Commissioners Dmitry Dukhan, Andrew Herrmann, Thomas Kreuser, Steve Martin and Edward Werdell.

Members Absent: Commissioner Brian Grano and Dan Marks.

Board members present: Mayor Donna Johnson; Trustees Love and Connell.

Staff Present: John Spoden, Community Development Director and Heather Rowe, Economic Development Manager.

Others Present: Brock Metzger (Sr Director of Fragrance Development), Jennifer Kieffer (Director of Finance & People), and Jason Dhaliwal (CEO) of Belle Aire Creations. Jennifer Johnson and Mark Anderson of Main Street Libertyville, Bruce Ponsaran of Baxter Credit Union, and Dan Schlicksup of Joyful Gourmet.

Minutes: None

Belle Aire Creations Presentation and Discussion

Chairman Cortesi opened the meeting and the Commissioners made introductions. Mayor Johnson thanked the Belle Aire representatives for hosting the meeting and helping to inform the commission. Ms. Keiffer explained the history of the company and the staffing locally, in the Beach Park production facility and new Poland operation. Mr. Metzger explained the company's product line, customer base and development process. Belle Aire was described as a small to mid-size fragrance house developing scents for larger known corporations under private brands, including cleaning supplies, room refresheners, candles, household goods, and personal care items. The Libertyville site houses administration, product development and testing. They relocated from Mundelein to the Libertyville and Beach Park properties in 2021.

The Commission inquired on areas where the firm struggles for which assistance would be helpful to support growing operations. The current properties serve their current and short-term expansion needs well. In the short term, they struggle to hire, particularly when recruiting from out of state, though this has improved some in the last couple quarters. One difficulty in recruitment is temporary housing for relocated staff. Another difficulty is finding individuals who wish to work on-site, not hybrid, as their product requires an on-site team. They try to offer a quality, flexible workspace to help encourage people to be in the office.

Those present were invited on a tour of the facility.

Other Communications and Discussions

Ms. Rowe noted that the Business Resource Overview meeting was held on April 10, presenters included the IL Dept of Commerce, IL Small Business Development Center, and Lake County Jobs Center. The panelists provided an overview of programs businesses may wish to utilize. Staff provided a [summary sheet](#) highlighting these and other available resources from area agencies and organizations. Attendees were very focused, and all stayed to network and ask questions. The program was well received.

With no further business, the meeting was adjourned at approximately 8:58 AM (motion-Kreuser/ second-Dukhan).

Respectfully submitted,

Heather J. Rowe, AICP, MLAI
Economic Development Manager