**FRYEBURG BUSINESS ASSOCIATION**

**Board of Directors Meeting**

**November 5, 2015, 3 pm**

****Admiral Peary Inn Bed & Breakfast**

1. With prior approval from Bonnie Gould and David Chaffee, Wanda Richard, Donna Pearce, Janice Crawford planned to meet. Due to a last minute meeting, Wanda was unable to attend. A quorum was not declared with board of director member’s absence.
2. Meeting was called to order at 3:15pm
3. Donna and Janice outlined needs for board review as follows
	1. Economic development

 1. David Chaffee, as FBA representative to the Fryeburg Economic Development Council, was tasked with “asset mapping”. David will be reaching out to FBA members for assistance

 2. Donna Woodward is in charge of the gateway to Fryeburg. Photographs have been taken of the key entry points into Fryeburg.

 3. The committee is following guidance from Ashley Pringle and Diane Jackson in developing the fulfillment pieces for business recruitment.

 4. The Downtown revitalization grant is no longer available; however, the council is pursuing getting Fryeburg designated as a business friendly town.

 5. The council will wait for the Tourism Plan being developed by FBA

 6. Comprehensive Plan of Fryeburg was passed in a vote on November 3, 2015.

* 1. Web update – Krack and DP.
		1. Continuing efforts to bring the website up to date are occurring. This should be finished by Dec. 7.
		2. It is recommended that we close down our Facebook page and thank Mike Cortrell for managing this for several years.
		3. Discussion concerning raising the dues so that ot would include as many categories as requested was tabled
	2. Newsletter was not done in September due to the lateness of the administrative contract being signed. First newsletter is due January 26, 2016.
	3. Tourism marketing plan: reviewing the Maine State Office of Tourism, Maine Tourism Association, MWVCC and Bridgton opportunities. Develop a budget with Pay to Play offers. Interface with MWVCC “What’s Your Adventure” campaign to build Spring Traffic with emphasis on developing events centered around Extreme Sports, Arts and Culture, Map and Directory, interface with Economic Development Committee
	4. Membership
		1. Membership invoicing will be sent with a dashboard flyer in mid December with information about the upcoming member meeting. Done both electronically and via UPS mail.
		2. Annual membership is $35 with members receiving one free listing.
	5. Operational guidelines and Committees will be reviewed for Dec. Board Meeting
	6. Discussion about the FBA’s responsibility for Bradley Park Music Series - tabled
1. New Business
	1. 2016 Calendar
	2. Suggest January, March, May and September.
	3. January - kick off to the new membership year. The agenda will be a panel discussion about the Comprehensive Plan that was passed on Nov. 3. Janice will invite State, regional and local representatives to discuss the areas that impact the business community. Social before or after.

March – Review of Economic Development and Tourism Plan

May – preparing for the Summer

Sept – Preparing for Fall and Winter

1. Meeting was adjourned at 4:30pm.

Respectfully,

//signed//

Donna M. Pearce, Secretary



**MSAD #61 & #72 Adult Education**

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October 27, 2015

Dear Donna,

The MSAD 61 & MSAD 72 Regional Adult Education program is convening its bi-annual program advisory committee at 4:00 P.M. on Tuesday, November 17, 2015. We will be meeting in Fryeburg, with the location to be announced. As the program’s new Director, we want the people at the table who can most effectively guide the programming we offer and the services we provide in the seven communities of MSAD 72. To that end, we have made the decision to have the Fryeburg Area Adult Education’s advisory committee meet separately from MSAD 61. I feel the discussion and the focus of this meeting is unique to the residents of these communities and the makeup of the committee should reflect those needs.

Please help us by attending this meeting. Your input will help us make better plans to continue and grow the programming in five areas of focus:

* **Business & Skills Training** courses help prepare Maine citizens by providing the modern skills training necessary for new careers, promotions, and other career advancement.
* **College Transitions** courses assist people of all ages wishing to make the transition into college-level courses.
* **High School Completion:** Earn your high school diploma or equivalency by enrolling in our Adult High School Diploma or HiSET (replacing the G.E.D.) programs.
* **Literacy** courses give people the guidance, support, and training necessary to improve their literacy skills and the literacy skills of their families.
* **Personal enrichment courses**include classes people take for enjoyment or to improve their quality of life.
* Minutes of both meetings will be sent to members of both committees. Our hope is to focus programming more selectively and to help us identify ways in which the two districts can collaborate more effectively.

Sincerely,

Madelyn Litz, Director

MSAD 61 & 72 Regional Adult Education