**FRYEBURG BUSINESS ASSOCIATION**

**Board of Directors Meeting**

**June 8, 2016, 6 pm**

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

**MINUTES**

DAVID CHAFFEE – ABSENT

CALEB MAILLETT KRISTEN CHARETTE

DONNA PEARCE JANICE CRAWFORD

GUESTS - SUSAN BEANE, MADELYN LITZ

1. Meeting was called to order at 6:08 pm
2. Agenda was adopted as revised.
3. Presentation by Madelyn Litz, Fryeburg Area Adult Education: Shared classes and instructors’ availability, workforce training, need buy-in from business owners. This falls into the survey and business owners will be asked to contribute questions.
4. With a motion by DP, seconded by KC with a unanimous vote, the minutes from 5-18-2016 were approved as written
5. With a motion by DP, seconded by CM with a unanimous vote, the financials were approved as written
   1. KC has deleted precious BOD members from signature card on checking account
   2. KC has added David Chaffee and Kristen Charette to signature card on the checking account
   3. BOD members have been updated on the resolution for business account
6. President’s report – David Chaffee - Tabled
7. Administrative support – Janice Crawford
   1. Membership - 103 paid members
   2. Program of work re: Economic Development Committee - The presentation of three motions at the last economic develop committee meeting was not received well.
      1. FBA will proceed with tourism program
      2. Caleb will speak with John Hastings about gateway clean up.
8. Old Business – approve guideline documents
   1. Committees and officers - tabled
   2. Guidelines - tabled
   3. Retreat – tabled
9. New Business
   1. Program of Work for 2017 - tabled
   2. Budget Development for 2017 - tabled
   3. Wish list survey – CM:
      1. Have business write 3 questions for survey
      2. Ask for feedback
      3. Timeline:
         1. Create survey by July 1 between BOD via email.
10. Town meeting is Thursday June 16 at PAC
11. Next BOD meeting / retreat TBD in September
12. Ajourned at 7:23 pm

Respectfully,

//signed//

Donna M. Pearce, Secretary