**FRYEBURG BUSINESS ASSOCIATION**

**Board of Directors Meeting**

**March 8, 2016, 6 pm**

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

**MINUTES**

1. Meeting was called to order by Donna Pearce at 6:06pm
2. Agenda was adopted as modified
3. Meeting minutes from 12-8-2015 were approved as written.
4. New Business
   1. Kristen Charette was introduced as the new member-at-large..
   2. Letter of Support for Poland Springs. The bylaws as of 2015 section
      1. Article II. – Mission. The mission of the FBA shall be to promote and enhance a thriving business climate in the Fryeburg area.
      2. Article III. – Object and Purpose. In carrying out its mission, the object and purpose of FBA shall be to: Contribute to economic vitality: Encourage members to participate in community development
      3. Recently the case was brought in front of the law court, which could take months to make a decision. A motion was brought to the floor by BG, seconded by DP with a unanimous vote, It was decided to table the letter of support to a date certain being the next board meeting after the decision by the law court.
   3. Wanda Richard, President, has resigned due to family and work constraints.
      1. The bylaws as of 2015, Article V, section 5 states: Terms of Office shall be for one year, and no individual shall hold the same office for more than three consecutive years. Should a vacancy occur, the Board of Directors shall appoint a member to fill said vacancy for the unexpired portion of the term. No member shall hold more than one office at any one time.
      2. As Vice President, David Chaffee will be asked to step into the president’s position. However, he indicated in an earlier correspondence this would not be possible.
      3. From the bylaws perspective, we can certainly continue the board with the position of president vacant.
5. Economic development: Asset Mapping: tabled with DC absence.
6. Financials were approved as presented.
7. Administrative support – Janice Crawford
   1. Clarify contract points
      1. All invoices will be sent to treasurer for approval.
      2. Management processes need to be refined or refine contract.
      3. Annual report has been filed with corrections required.
   2. Motion brought forth by BG, seconded by DP with a unanimous vote to delete Town Matters from the FBA website. DP will send notification of decision to Donna Woodward. JC will contact Krack-media to delete all additions of Town Matters.
   3. Economic Development Committee w/ JC
      1. Processes are being developed.
      2. Asset mapping being done
      3. Gateway project is well underway.
   4. Membership renewals - 93 paid members with 2 trade memberships
8. Ongoing Business
   1. Committees guidelines to be developed
   2. Guidelines need to be written for future board and committee members. Janice to do.
   3. Calendar was reviewed:
      1. BOD meeting scheduled for March 22, 6pm at API
      2. General meeting, March 30, 7-8pm with no social, Fryeburg Fairgrounds, Comprehensive Plan.
   4. It was decided to send a check for the amount in the Piggy Bank and Bradley Park funds to the Sunshine Back Pack Fund. Meeting was adjourned at 7:58pm.

RESPECTFULLY,

//signed//

DONNA M. PEARCE, SECRETARY



