

## FRYEBURG BUSINESS ASSOCIATION

Board of Directors Meeting  
Thursday, February 16, 2017  
4:00 PM  
Poland Spring Office

### MEETING MINUTES

1. Call of order 4:00 PM / declare quorum
  - Steve Chase, Donna Woodward, Jim Tyrrell, Holly Foster in attendance. Kimberly Clarke was absent.
  
2. Discussion of:
  - A. Business as needed
    - Mark Dubois talked with us about Poland Spring looking for a western Maine site to build a bottling plant within 3-5 years. More research is needed in order to find acreage and 2 more wells within a 10 mile +/- radius. They hope to announce a site by the end of 2017.
    - We discussed including Mark and his team as educational speakers at our meeting on March 20<sup>th</sup>. Holly will check on a location. Donna will check on a moderator.
    - We discussed inviting a state rep from the Lakes Region on Tourism to meet with us.
    - We discussed the possibility of a FBA subcommittee for community needs.
  
  - B. Web site emails
    - The web site email blast via mail chimp generated a good number of renewals. It is easy to do according to Jim.
  
    - The Be Kind Initiative on Facebook has been successful.
  
  - C. Membership
    - Memberships continue to renew plus we have 7 new members to date. Each director will make some personal contacts to finalize renewals.
  
  - D. Operational Guidelines Review – tabled until another meeting
  
  - E. Suggestions for community events sponsored by FBA
    - Holly shared some suggestions for community events to bring people into Fryeburg. We will think of how we can help our businesses.
  
  - F. Agenda planning for March 20, 2017 meeting
    - Guest speaker – Mark Dubois and team, Poland Spring information
  
3. Adjournment 5:45 PM

Holly Foster, Secretary

## FRYEBUG BUSINESS ASSOCIATION

Board of Directors Meeting  
Wednesday, March 22, 2017  
4:00 PM  
Poland Spring Office

### MEETING MINUTES

1. Call of order 4:10 PM / declare quorum
  - Steve Chase, Kimberly Clarke, Donna Woodward, Jim Tyrrell, Holly Foster in attendance.
2. Discussion of:
  - A. Business as needed
    - Discussion of marketing opportunities: Spectrum & Dragon Fly
    - Discussion and vote of continuing sponsorship of the Annual Valley Pride Day
  - B. Social Media & Web Site
    - Excellent response on Facebook; not as many views of emails
  - C. Membership
    - Memberships continue to renew plus we have several new members coming on. Renewal efforts for 2017 will conclude March 31<sup>st</sup>.
    - The renewal timeline for 2018 will return to November invoices due by December 31<sup>st</sup>.
  - D. Operational Guidelines – reviewed, adjusted, and voted.
  - F. Planning for April 11, 2017 Community Educational Forum of Poland Spring Bottling Plant
    - Gene Bergoffen kindly agreed to be moderator for the forum
    - Questions will be pre-submitted and selected randomly by Gene
    - Advertising was assigned to BOD members
    -
3. Adjournment 5:20 PM

Holly Foster, Secretary

## FRYEURG BUSINESS ASSOCIATION

Board of Directors Meeting  
Monday, April 10, 2017  
4:30 PM  
Poland Spring Office

### MEETING MINUTES

1. Call of order 4:30 PM / declare quorum
  - Steve Chase, Donna Woodward, Jim Tyrrell, Holly Foster in attendance. Kimberly Clarke was absent.
  
2. Discussion of:
  - A. Business as needed
    - Discussion of marketing opportunities: Dragon Fly; Indeed.com for jobs; Should we have a spot on FBA website to advertise for help wanted?
    - Discussion of more ideas to come
  
  - B. Media Communication
    - Be Kind Initiative [Feb.] Awards – 2 people were selected for awards
    - Discussion of P.S. Community Educational Forum advertising on website; Facebook, newspapers and posters
    - Website: 2 emails for one business can be listed; 1 voting right
  
  - C. Membership
    - 101 Memberships for 2017  
Renewal efforts for 2017 concluded March 31<sup>st</sup>. New members continue to join and we are always hopeful that former members will return.
    - The renewal timeline for 2018 will return to November invoices due by December 31<sup>st</sup>.
    - Holly will write thank you notes to: Fryeburg Fair for continued support and providing the location for the forum; Poland Spring for presenting at the forum; and to Peter Beaudoin /Subway for his monetary donation to FBA. Holly previously sent a thank you to Terry MacGillivray/Northeast Snowmobile Rentals for his monetary donation to FBA.
  
  - D. Planning for April 11, 2017 Community Educational Forum of Poland Spring Bottling Plant
    - We discussed final plans and timelines for setup.
  
3. Adjournment 5:35 PM

Holly Foster, Secretary

# FRYEBUG BUSINESS ASSOCIATION

Board of Directors Meeting  
Thursday, September 7, 2017  
4:00 PM  
Poland Spring Office

## MEETING MINUTES

1. Call of order 4:00 PM / declare quorum
  - Steve Chase, Kimberly Clarke, Donna Woodward, Jim Tyrrell, Holly Foster in attendance.
2. Discussion of:
  - A. Business as needed
    - Discussion of marketing opportunities: Spectrum & Dragon Fly Summer was too busy for all. There should be 3 featured businesses in September/October
    - Discussion of hosting TIF informational meeting on Wed. Sept. 20<sup>th</sup> for our business
      - members. As always, the public is invited to attend. The fairgrounds conference room is not available. Kimberly will ask if the Legion Building is available for us [note: yes, it is]. We will have a 5:30 PM Board meeting and a 6 PM TIF Informational. Members are asked to RVSP. If it is an exceptional positive response, Sharon Jackson, Town Manager and Kimberly Clark, FBA/Selectmen will field Q & A. If a low response, Kimberly will do the honors.
      - Jim will post the meeting to Facebook and send email to members; Donna will write/send info for newspaper calendars, Holly will post flyers of the meeting around town.
      - Holly to prepare meeting September 20<sup>th</sup> agenda.
  - B. Media communication
    - Still receiving excellent hits to FBA Facebook/FBA web site
  - C. Membership
    - 103 members as of 6/8/17 and 3 new members as of 9/7/17
      - Fryeburg Rotary, Rejuvenation Wellness Center [renewal], and The Bridgton News

- Discussion of increasing dues next year. We will vote by next meeting in November.

3. Adjournment 4:50 PM

Holly Foster, Secretary

# FRYEBUG BUSINESS ASSOCIATION

Board of Directors Meeting  
Wednesday, September 20, 2017  
5:30 PM  
American Legion Building

## MEETING MINUTES

1. Call of order / declare quorum
2. Discussion of:
  - A. Business as needed –  
*This time was used to prepare for the general meeting and TIF discussion.  
No other business was discussed.*
  - B. Media communication
  - C. Membership
3. Other – next meeting date: TBA
4. Adjournment

# FRYEBURG BUSINESS ASSOCIATION

Board of Directors Meeting  
Thursday, September 28, 2017  
4:00 PM  
Poland Springs Office

## MEETING MINUTES

1. *Call of order / declare quorum*  
Steve, Jim, Donna, Holly present. Kimberly absent
2. Discussion of:
  - A. *Business as needed* – TIF meeting review; TIF vote on October 12  
Unanimous vote of attending board members to support endorsement of the TIF from the FBA Board of Directors; ordering 50 TIF Vote Yes signs supported by individual businesses  
Kimberly is resigning from the FBA Board at the end of her term; Her resignation was accepted with regret. We discussed possible interested people who might want to serve.  
Bylaws may need to be changed regarding terms of office. Will need to send draft revision ahead of time to members.
  - B. *Media communication*  
Steve and Jim are meeting with Kate from Spectrum tomorrow.  
Help Wanted through FBA will run again  
Voted to continue Fryeburg Town Matters ad for \$125
  - C. *Membership*  
106 members;  
Voted to maintain membership dues at \$40 for 2018  
Invoices to go out in November; Jim to mail merge from roster
3. *Other – next meeting date*: Board of Directors TBA; Election of Officers  
General Meeting Wednesday, November 15, 2017
4. Adjournment 4:05 PM