

# FRYEBURG BUSINESS ASSOCIATION

Board of Directors Meeting

Thursday, August 2, 2018

4:00 PM

Poland Spring Office

## Meeting Minutes

1. Call of order / declare quorum

2. Discussion of:

### A. Business as needed

Propane co-op report:

Still researching for member benefit

Rescue Boat Fund update:

Concluded & turned over to the Town of Fryeburg. FBA helped to raise over \$8000 to the airboat.

By-law review: Reviewed the draft and will send to members prior to the vote in November. Email voting allowed. No response = yes approval vote.

### B. Media communication

1. Vote needed to Spectrum TV ads [Find It in Fryeburg]:

Spectrum totally changed up the options so FBA [Jim] will provide information for members to advertise individually

2. Buy Local with Find It In Fryeburg tagline:

We all are working on finding different photos of Fryeburg

Facebook boost and Help Wanted updates:

Updating all the time esp. Help Wanted ads

### C. Membership:

Donna represented FBA and presented new business Paradise Machine with welcome certificate and FBA application. Holly with follow-up.

2019 Membership Invoices will be mailed out between Sept. 1 and 15.

Other – next meeting date:

Annual meeting November 14, 2018, By-law vote. Holly will schedule with Fryeburg Fair. Election of officers as per revised by-law vote.

Holly to advertise with posters 7 days in advance and info also posted on FBA website and Facebook.

Holly will provide Donna with info by October 20th for the Nov. 1 edition of Fryeburg Town Matters

4. Adjournment: 4:45 PM

FRYEBURG BUSINESS ASSOCIATION MINUTES  
AS TAKEN BY DONNA WOODWARD  
Board of Directors Meeting  
Thursday, JUNE 6, 2018 @ 4:00 PM  
Poland Spring Office

Meeting was called to order and quorum determined Attendance: Steve Chase, Jim Tyrrell, Kristen Charette, absent: Holly Foster

The propane co-op report was tabled in wait of Holly who was doing some research on possibilities to report back to board

The Boat Rescue Fund update: Jim presented the board with a print out of all donation and totals. .total \$5125.00 Donna reported she contacted Bob T of Saco Bound thru email and cc'd to Sharon Jackson that the commitment of FBA to raise at least \$4000 in order to receive promised matching funds through the efforts of the local canoe businesses had been accomplished and that arrangements should be made directly to the town office for the matching \$4000.00 Jim reported that an additional expense of \$325 for lettering was added to the final needed total. Board voted and approved for FBA to pay pal the fees of 3% as a donation toward the cause and also approved for Steve and Donna to sign a check in the amount collected through FBA to be turned over to the town of Fryeburg (currently \$1720.00)

By-Law Review The board reviewed the by-laws and voted to make some updates and changes Article IV, # 4: to add - invoices to be mailed out no sooner then September 1st and no later then Sept 15th of each year. Article V, #1: Terms of office was changed from one year to 2 years to be held no more then 3 consecutive terms Article VI, #4B: change wording from "secretary will file" to "secretary will oversee and arrange for filing of" any necessary reports with local, state, or federal authorities. Article VII, #2: Meetings of the FBA membership shall occur at least (2) times annually and at dates and times established by the Board of Directors.

Spectrum TV ads - Steve and Jim reported that they met with Spectrum sales in May and yet more changes have occurred with sales staff and presentations - such as more levels of offerings and pricings. Since this is becoming a more labor intensive endeavor and with the added variables they feel that the new approach should be an informative email to the membership of the opportunities available and discounted advertising rates negotiated through FBA. We would establish an introduction to Spectrum Rep and interested parties and advertisers could negotiate the ad size and variables that best suit them individually with salesperson.

Email address issue Jim brought up an issue with the fba email in that they can receive through the FBA email but can not email back with the FBA email so he is going to discuss solution with Erik from Crack media.

Buy Local poster - Donna is still trying to find the perfect photo to attach the "Find it in Fryeburg" slogan to for consideration

Facebook Boost and Help Wanted Jim reported that efforts are still on going with both and there is a positive response from membership with participation and appreciation

Membership - no updates - will wait for report from Holly at next meeting

Treasurer Updates: Jim presented a bill from Maine Tourism Association for membership (which has gone up from \$100 to \$145) and also a fee for brochures placed in several tourist gateway stations. The total annual bill was \$280. We formulated several questions for the MTA that Jim will follow up on so we can determine if this is a good use of our spending and will discuss at our next meeting. Jim also brought to our attention an annual bill from Lakes & Mtns of \$100. We voted to pay this year but revisit for next year and probably cancel. Also an old bill from Lakes & Mtns was sent to us of \$400 that was suppose to have been paid by Janice Crawford two years ago. This was for the ad that Janice placed under the name of FBA but actually targeted and was directed to the MWVCC. Steve met with Janice 2 years ago and she agreed to pay this bill. Steve volunteered to meet with Janice again and try to get the issue resolved.

Other Business: Donna pointed out that Attorney Bonnie Gould has been filing our state BOD reports each year for us and does not bill us. As a token of appreciation it was suggested we send her a gift card of \$25. It was voted on and approved to do so and Donna will follow up by purchasing a GC from 302 Smokehouse and present her with it from the FBA. Next meeting will be Thursday, August 2nd at 4PM - location TBA ADJOURNED at 5:15PM

# FRYEBURG BUSINESS ASSOCIATION

Board of Directors Meeting

Thursday, April 5, 2018

4:00 PM

Poland Springs Office

## MEETING MINUTES

### 1. Call of order / declare quorum

President Steve Chase, Vice-President Donna Woodard, Treasurer Jim Tyrrell, Secretary Holly Foster, Member-at-large Kristen Charest present.

### 2. Discussion of:

#### A. Business as needed –

Jim is a member of the Town Budget Committee and finds it very interesting.

The FBA Board [Jim's expertise] will sponsor fundraising for Police Rescue Boat for the Saco River. Advertising online and in newspapers.

We will look to re-instate the Buy Local advertising.

Upcoming summer event: Concerts-in-the-Park

#### B. Media communication

- Matt Beach from Cre8IV Company is putting together the ads with the FBA logo and the new tag line "Find It in Fryeburg." We hope to take a vote of approval at the May Board meeting so the TV ads can begin in June.

Jim continues to boost FBA Facebook.

Jim will re-instate the Help Wanted ads on Facebook and email to members.

#### C. Membership

- We traditionally struggle with getting timely membership renewals. We are a dedicated FBA Board to make personal contacts to get those renewals in. Non-renewals can easily be re-instated by sending \$40 to FBA, PO Box 654, Fryeburg, ME 04037.

Our online payment system - Paypal – is working properly. We had some questions but it appears to be all set.

### 3. Other – next meeting dates: Board of Directors

Thursday, May 3, June 7, 4PM, Poland Spring Office

### 4. Adjournment 4:50 PM

# FRYEBURG BUSINESS ASSOCIATION

Board of Directors Meeting

Thursday, March 1, 2018

4:00 PM

Poland Springs Office

## MEETING MINUTES

### 1. Call of order / declare quorum

President Steve Chase, Vice-President Donna Woodard, Treasurer Jim Tyrrell, Secretary Holly Foster, Member-at-large Kristen Charest present.

### 2. Discussion of:

#### A. Business as needed –

- Review of recent Town Economic Development meeting; guest speaker TIF info Steve may consider applying for a term on Town Economic Dev. Committee.
- Jim may consider applying for a term on the Planning Board.
- Voted to renew membership with Mt. Washington Valley Economic Council

#### B. Media communication

- Matt Beach from Cre8IV Company is working with Steve and Jim on the TV commercials / cost. More research needed before FBA Board official vote.
- Discussion of the 4 members interested in the first commercials to air in June.
- Jim has been boosting FBA Facebook.
- FBA Board voted to authorize up to \$75 a month on this PR (Facebook)..

#### C. Membership

Historically annual membership renewals do not conclude until the end of March although we try to finish sooner. FBA Board members will make personal contacts with those who have not yet renewed.

### 3. Other

Next meeting dates: Board of Directors Thursday, April 5, May 3, June 7, 4PM, Poland Spring Office

### 4. Adjournment 4:55 PM

# FRYEBURG BUSINESS ASSOCIATION

Board of Directors Meeting

Thursday, February 1, 2018

4:00 PM

Poland Springs Office

## MEETING MINUTES

### 1. Call of order / declare quorum

President Steve Chase, Vice-President Donna Woodard, Treasurer Jim Tyrrell, Secretary Holly Foster, Member-at-large Kristen Charest present. We welcomed Kristen Charette to the 2018 FBA Board of Directors.

### 2. Discussion of:

#### A. Business as needed –

- Donna will send out some FBA PR: new BOD; Find It In Fryeburg
- New member 302 Riverside Drive In PR. Photo op plus article soon.
- FBA member The Bridgton News will discount ads for us. We are considering a group ad featuring any members who wishes to do this. Info to be sent out about this offer.

#### B. Media communication

- Steve and Jim's Spectrum contact has left for another job. Thus the TV commercial project was put on hold through the holidays. Steve and Jim are meeting with new Spectrum rep very soon to finish the plans for this project and to begin the commercials.
- Some updates are needed on the web site. Jim will take care of it.
- One or two member businesses to be featured weekly on Facebook

#### C. Membership

Over half of our members have renewed their membership. Jim will send another invoice via email. The Board will help with renewal reminders through the end of February. Unpaid memberships will be suspended on the web site by March 1. [Can we wait until March 2 after our next BOD meeting?]

### 3. Other

Next meeting date: Board of Directors Thursday, March 1, 4PM, Poland Spring Office

### 4. Adjournment 5:05 PM