

April Minutes of the Board of Directors

Main Street Bucksport

April 13, 2021

Members Present on Zoom: Ron Russell, David, Andy, Richard, Robin, John Paul and

Executive Director Report:

Finance: Brook presented the financial reports that were emailed to the Board. She noted that the spring was a more challenging cash flow period as the payment from the Town of Bucksport does not get paid until July. She also noted that there was only limited income event in 2020. The PPE loan was listed as a liability but would be forgiven.

Other: Brook noted that the active grants from the Maine Community Foundation are the Alamo Mural and the Museum in the Streets. The Board noted that Mary needs to be introduced to Anne Ball and other program officers at the MCF. The Alamo Mural will be installed in the next few weeks and the Museum in the Streets will be completed in the Fall and likely be completed under budget.

The Board agreed that the International Maritime Film Festival will still be held since the Alamo is planning reopen on July 1, 2021. Brook noted that films are being submitted – last year 25 films were submitted but generally not until close to the deadline.

There is an outstanding grant application to the Maine Community Foundation to set up pilot projects related to the Town's marketing plan.

New Business:

New Office Space: MSB will be able to rent an office in the Charles Brown Hall at the Elm Street Congregational Church for \$300 a month. The Board voted to approve the rental of the office for \$3,600 per year.

Papermill Museum: Ron Russell reported on the plan for a papermill museum – the guard house will be given to the Bucksport Historical Society for \$1. The will need significant fund raising to support the future project. Mary noted she was very interested in the papermill project. Robin noted that MSB needed to be sure the ED time could support the existing programs before taking on new projects.

The meeting was adjourned at 5:35 pm.

Respectfully submitted,



Mary E. Powell

May Minutes of the Board of Directors

Main Street Bucksport

May 11, 2021

Members Present on Zoom: Ron Russell, David, Andy, Richard, Robin, John Paul and

Executive Director's Report:

Finance: Ms. Powell reviewed the profit and lost statement for the full period that was in Quickbooks. She noted that there were challenges to the system that was being used that she discovered due to the way expenses has been charged again the balance sheet accounts. She made the recommendation that the system be closed on 12/31/2021 and reset a chart of accounts with the opening bank balance at 01/01/2021. The board discuss this issue upon examining the reports and agreed with this strategy. Ms. Powell also noted that she had turned in the debit card that was issued in Brook's name and was requesting to the Board that she not be a check signer. Mary proposed that she prepare the checks and present them to John Paul for signature. After a brief discussion, the Board voted to add Ron Russell as the second signer for the Bangor Saving checking account. This vote would be taken to the Bank to allow them to make changes to the account access. Mary will put any approved expenditures on her credit card and request reimbursement.

Mary referred the Board to list of meeting she has had for training with Brook and other from the prioritized listing of community members.

Bucks Bucks and other coupon initiatives: Ron Russell noted that he was floating ideas for other coupon program for use at the Fort and within the community. He was interested in testing the portion that the merchant would be responsible for and what the value the customer would receive and whether an expiration should be required. John Paul has significant data on purchasing and use behavior that could be used to inform the development of a program for the remaining \$3000.

The meeting was adjourned at 5:50 and Board members and election would be tabled for a future date.

Respectfully submitted,



Mary E. Powell

June Minutes of the Board of Directors

Main Street Bucksport

June 8, 2021