

## **Main Street Bucksport Board of Directors Meeting**

December 8, 2021

Brown Hall, 4:30-6:00 pm

In person: Ron Russell, John Paul Lalonde, Robin McCarthy, Andy Lacher, Meg Keay, Mary Powell, Katelyn Bray.

By Zoom: Rich Rotella, David Doane

Not present: Derek Cole

### **NOVEMBER MINUTES.**

John Paul motioned to accept action items from November meeting as minutes, Andy seconded. Unanimous approval.

### **NEW MEMBERS**

Robin motioned to accept nominations of Meg Keay, Katelyn Bray, and Derek Cole to the board of directors. Andy seconded, all others approved. Robin will send bylaws, strategic plan, MDF and MDC resources to new members (and Colleen Gross, potential new member).

### **E.D.'S REPORT** (Delivered verbally)

Mary reported a recent discussion with Deb Carpenter, who has purchased 54 Main Street with the intention of residential use of the first floor and a community/medical services focused function on the second floor. The property owner is early in the process of envisioning use of the space or its business model. Deb also own 20 Main Street.

Mary attended a meeting of the Downeast Innovation Network in which Leslie Goode of Maine Community Foundations expressed her interest in a connection with Main Street Bucksport and a staffer from Senator King's office expressed interest in visiting the area.

Maine Community Foundation will open grants for operating costs in February.

Mary is exploring a grant opportunity through Downeast Economic Development to share a part-time, temporary administrative position with the Congregational Church. Board requested a proposal, discussion and vote before a decision is made about whether MSB pursues this option.

### **OLD BUSINESS**

Cooking Class Grant. Mary met with Leslie Goode of MCF independently to discuss MSB's proposal for the innovation grant. Our proposed project involved community cooking classes operated out of the Congregational Church. Success of our proposal will likely hinge on whether process-oriented outputs are acceptable (like training), rather than a tangible outcome (like a restaurant). Decision to be made by January 1.

Museum in the Streets signs still need stakeholder approval. Mary will check with Julia to see if final proofs have been reviewed by sponsors, property owners, and the historical society. If not, Mary

will coordinate ensuring stakeholders have approved. Fabrication and installation of signs is still outstanding for that project.

International Maritime Film Festival. Discussion of an in-person version of the festival in February halted due to Covid. Mary will contact filmmakers to see if they are willing to resubmit for next year. Board will need to determine what 2022 film festival looks like. Brief discussion of low attendance at other in-person community/fundraising events recently.

## **FINANCIAL REPORT**

Covid Relief. John Paul submitted and received \$2,775 in Covid relief funding from the county.

Municipal Funding. Economic Development Committee unanimously accepted MSB's request for \$5,000 additional funding. Council will consider the committee's recommendation on Thursday, December 9, 2021.

2022 pro forma. John Paul will create (or work with Mary to create) a pro forma to understand the organization's financial commitments and income for the next 6 months.

Annual Appeal. Mary will circulate a report to the board on fundraising efforts (appeal sent via mail and email in late November/early December).

Updated Bylaws. Robin moved to accept updated bylaws without discussion. Andy seconded. New members abstained, six in favor. Robin will circulate and ensure bylaws are posted on website.

## **NEW BUSINESS**

Maine Development Foundation. Anne Ball contacted Mary, John Paul, Robin and Ron about connecting with the organization. Rich's office has taken over paying MDF Main Street network dues. Mary will coordinate schedules to schedule time with Anne. FOR Me representative will also be in touch with Rich and Mary to schedule a site visit in Bucksport. We'll need at least one board representative at that meeting.

Building Relationships with downtown businesses. Ron would like the board to revisit its commitment from the 2019 strategic plan to making intentional 1:1 contact with downtown businesses. Mary will circulate an updated list of businesses to the board.

Downtown Promotion Program. Ron will revise and redistribute his vision for a new downtown promotion. The town agreed to fund a similar program up to \$3,000 from the Silvernail funding previously, but we have not launched a program. Board will consider at January meeting.

Design Committee. Meg Keay will serve as chair of the design committee, John Paul will also werve on the committee, and Meg has identified community members eager to volunteer for downtown beautification. The committee will meet and present its goals, including short-term work plan and long-term vision to the board in January. Brief discussion of wreaths hanging downtown, which is not a project of MSB but may be a place the Design Committee can have influence in the future.

Organizational Committee. Ron, John Paul and Robin, as executive officers of the board, will serve as MSB's Organizational Committee and meet monthly with Mary. Committee will meet Wednesday, December 15 at 5:30 in Brown Hall and report to the board at the January meeting.

6:10pm, Robin moved to adjourn, Andy seconded, all in favor.

**FOR JANUARY 12 MEETING:**

- Determine 4 events for 2022
- Committee Reports
  - Design
  - Organization
    - Special extension of John Paul's board service
- Downtown promotion

**SUMMARY OF ACTION ITEMS**

Below are tasks described in the above minutes for which individuals and/or committees are accountable.

Robin: Send board materials to new members.

Mary: Ensure stakeholder approval for Museum in the Streets.

Mary: Contact IMFF filmmakers to see if they are willing to resubmit entries next year.

John Paul/Mary: Create 6-month pro forma

Mary: Report on annual appeal fundraising to date.

Robin: Finalize bylaws.

Mary: Work with MDF/FOR ME to set up site visit with Rich.

Mary: Coordinate meeting time for January call with MDF

Mary: Circulate updated list of downtown businesses

Ron: Propose our next downtown promotion for January meeting.

Meg: Convene Design Committee, report to board for January meeting.

Robin: Circulate minutes.