



Thursday, January 14, 2016
GENERAL MEMBERSHIP MEETING
10:00 A.M.

Telephone Number: 1-877-455-0244

Pass Code: 7366898144#

MEETING MINUTES

1. **Welcome and Introductions by Gail Chase, President MCDA 2015-2017:** Meeting called to order at 10:03 a.m. Present were:

Gail Chase, President	Kennebec Valley Council of Governments
Deborah Johnson, MCDA Member	DECD Office of Community Development
Joella R. Theriault, Secretary	Northern Maine Development Commission
Rodney Lynch, MCDA Member	Town of Thomaston
Amanda Esler, MCDA Member	City of Waterville
Steve Dyer, Vice President	Ransom Engineering
Jen Peters, MCDA Member	Sunrise County Economic Development
Tracey Steuber, MCDA Member	Town of Lisbon
Tony Levesque, MCDA Member	Town of Fort Fairfield
Tom Martin, MCDA Board Member	Hancock County
Nancy Ketch, MCDA Member	Town of Houlton

2. **Changes or additions to agenda:** No changes, but Items #4 and #5 were moved up on the agenda.
3. **Approval of November 12, 2015 Meeting Minutes:** Moved by Tracey Steuber and seconded by Jen Peters to accept the meeting minutes as presented. All in favor; motion passed.
4. **Discussion with Deborah Johnson, Director, Office of Community Development, DECD:** DECD anticipates that HUD will make the allocation sometime in late March, but there will be no access to the federal funds until July. Depending on the budget amount, DECD may consider funding a round of Downtown Revitalization. The Downtown Center will be funded with funds remaining from past years. The legislators created the Downtown Center, but they do not fund it.
5. **Discussion on the Organization and Our Future:** A membership survey will be distributed to obtain the opinion of the members regarding the organizational value; e.g. what's most useful, what can we do to make it more useful, which service offered interests you the most, do you think anything needs to be added or changed, etc. Gail Chase has drafted a basic survey of five questions that she will send to Steve Dyer. It was suggested that MCDA offer training either separate or in conjunction with MMA's convention. It was the consensus of the

membership that the survey presents good topics and that it be properly promoted and advertised to give our membership ample time to comment.

6. **Treasurer's Report and Financials:** Moved by Tony Levesque and seconded by Tracey Steuber to accept and approve the Treasurer's Report. All in favor; motion passed.
7. **Status of Subcommittees and Subcommittee Reports:**
 - i. **Membership:** There are 33 paid members as of this date. A renewal request went out in November and again last week.
 - ii. **Professional Development:** At this time there is nothing to report. Once the survey has been returned with members' comments, a topic for professional development will follow. Steve Dyer requested that he would like to be replaced as Chairperson of the Membership Committee so as to focus his attention on Professional Development. Tony Levesque has offered to act as Chairperson of the Membership Committee until a new Chair has been appointed by the Board of Directors. Amanda Eisler is also interested in becoming a member of the Professional Development Subcommittee. It was also suggested that MCDA should continue to offer training workshops in Bangor.
 - iii. **Communications/Newsletter:** The newsletter is about 95% complete. It was suggested that the President's Message include a message to the membership urging them to complete the survey. Scott Laflamme has offered his services to update the website. Gail will contact Scott and suggest he speak with Ben Thomas and/or Joan Kisely regarding the website update.
8. **Survey of membership:** See Professional Development item above.
9. **Next Meeting Date:** Thursday, March 10, 2016 at 10:00 a.m. A schedule of all meetings moving forward will be listed in the newsletter.
10. **Adjourn** The meeting adjourned at 11:10 a.m.

Respectfully Submitted By,

Joella R. Theriault

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Secretary

Meetings are held the second Thursday of every other month. In the event, the second Thursday falls on a holiday, the meeting will be held on the next business day.