



Thursday, April 12, 2018
GENERAL MEMBERSHIP MEETING
10:00 A.M.

Telephone Number: 1-877-455-0244
Pass Code: 7366898144#

MEETING MINUTES

1. Welcome and Introductions by Stephen Dyer, President MCDA 2017-2019

Conference call came to order at 10:05am. Those in attendance were Darryl Sterling, Terry Ann Holden, Matthew Eddy, Rodney Lynch, Scott LaFlamme, Steve Dyer.

2. Changes or additions to agenda

Terry Ann Holden will step in for Deborah Johnson and speak on behalf of the Office of Community Development.

3. Approval of February 8, 2018 Meeting Minutes

Mr. Eddy made motion to approve as presented, with Mr. Sterling seconding. The vote to approve was unanimous.

4. Treasurer's Report and Financial

Mr. Eddy reported that organizational revenues are ahead of what was projected and above the prior year to date. He could only assume that they were attributed to increased membership

Mr. LaFlamme moved to approve monthly financials with Mr. Sterling seconding. The vote to approve was unanimous.

5. MMA Affiliate Group Meeting

Mr. Dyer reported to the group that he recently attended the MMA Affiliate Group meeting in Augusta. Mr. Dyer found the experience very informative and came away with some ideas on how MCDA could improve its relevancy and exposure. With 40 other Affiliate Groups in attendance, it was apparent that the list serve service that MMA provides is highly valued by the affiliate groups. He also thought that the improved MCDA website could provide additional tools

to its members and possibly be linked more directly to the MMA homepage. A key component will be having a "what's new" portion to the MCDA website.

Affiliate Groups were also asked to collaborate with MMA on their Hometown Careers promotion. An invitation was extended to the professional groups to create brief job descriptions for municipal job opportunities that were not already highlighted in the program. Mr. Eddy volunteered to draft job descriptions for economic development coordinator and community development coordinator.

6. Progress on the website

Joella Theriault was not present so there was no report on the website development efforts other than Mr. Dyer indicating that Joella has been working with MMA and that it is underway.

7. Status of Subcommittees and Subcommittee Reports:

i. Membership

Tony Levesque was not present so Mr. Dyer reported that MCDA is up to 45 members. The entire group was excited to hear this. Mr. Dyer also mentioned that other affiliate groups give discounts to new professionals in an effort to plan for the future of the organization. It may be something for MCDA to consider. There are obvious logistical hurdles that would need to be navigated, but it could be worth exploring.

ii. Professional Development:

Tracey Stuber was not present so Mr. Dyer briefed the group on a previous conference call with the professional development committee (Tracey, Tony, Scott and Steve). He reported that the June professional development program will focus on Brownfield redevelopment. There will be three sessions (two in the morning and one in the afternoon), with lunch being provided. MCDA will hold its June meeting prior to the first session. The event will take place on June 7th at Seasons in Bangor. Mr. Dyer and Ms. Steuber will work to coordinate the event.

Mr. Dyer also mentioned that the deadline for MMA Convention sessions are due by June 1. After some discussion, the group decided to move forward with a session that would cover community solar farms and local broadband initiative.

iii. Communications/Newsletter

8. Remarks by Deborah Johnson, Office of Community Development

Ms. Holden briefed the group on the status of the Downtown Revitalization, Public Infrastructure, Housing Revitalization and the new Underground Storage Tank program. There was a lot of demand for the State's Economic Development programs, but new to this year, OCD is limiting communities to one application. The underground storage tank program is new this year and is being done in conjunction with DEP.

Ms. Holden also mentioned that the Council of State and Community Development Agencies are holding their Annual Convention in Portland from September 16-19. The event will be held at the Holiday Inn by the Bay in Portland. Ms. Holden mentioned that MCDA will be receiving a formal letter of request for sponsorship by Deb Johnson. Mr. Dyer requested that OCD specify what

they would like the sponsorship for and then he would bring the request to the Board once received.

9. Next Meeting Date – June 14, 2018

Next meeting will be on June 7, 2018, as part of the upcoming professional development program.

10. Other Business

None

11. Adjourn

The meeting was adjourned upon mutual consent at 11:15am

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