



Maine Community Development Association

Thursday, October 3, 2019
ANNUAL MEETING
12:30 p.m.

MEETING MINUTES

1. **Welcome and Introductions by Stephen Dyer, President MCDA 2017-2019:** *S. Dyer opened the meeting at 12:33 p.m. Attendance list is attached to the meeting minutes as Appendix A.*
2. **Approval of August 8, 2019 Meeting Minutes:** Motion by Tony L. to approve the meeting minutes as presented; seconded by Tracey D. The vote was unanimously in favor.
3. **Treasurer's Report and Financials:** Matt E. presented the Treasurer's Report, which is attached as Appendix B. He suggested a professional development session for next spring to be subsidized with MCDA funds and a minimal fee for attendance by non-members. Motion to approve the Treasurer's Report by Tony L.; seconded by Nancy K. The vote was unanimously in favor. Following some discussion from Steve D. regarding the Newsletter/Admin budget line item, Tony L. moved to increase the budget from \$300 to \$500; seconded by Matt E. The vote was unanimously in favor.
4. **Election of Officers 2020 Nomination Committee:** Tony L, Nomination Committee Chair, proposed the following slate of officers:
 - President - Tracey Desjardins, City of Gardiner
 - Vice President – Scott LaFlamme, Town of Yarmouth
 - Treasurer – Mathew Eddy, City of Biddeford
 - Secretary – Joella R. Theriault, Northern Maine Development Commission
 - Member at Large - Cary Tyson, Kennebec Valley Council of Governments
 - Member at Large – Darryl Sterling, Economic/Community Empowerment Consultant

There were no other nominations from the floor; Jeff H. moved to accept the slate of officers as presented; seconded by Matt E. The vote was unanimously in favor.

5. **Secretary's and Newsletter Report:** Joella T. reported that two (2) newsletters (January-March and April-June) and the Annual Report were completed and are available on the website. The next newsletter (October-December) will be completed by the end of the year. Anyone having any newsworthy articles, projects, etc. should submit them sometime in November for inclusion in the quarterly newsletter.

Also, the website update is nearly complete. Joella T. asked that members take a look at the website and offer suggestions to make the site a little more appealing.

6. **Membership Report:** Tony L. reported that membership has decreased slightly over the past year. He also mentioned however that several municipality representatives had picked up registration forms and that there should be some follow up to each of these municipalities.
7. **Professional Development Committee Report:** Tracey D. reported that the Committee had been active throughout the year. It was unfortunate that the April Destination Development workshop had to be cancelled due to low attendance. A spring workshop will again be scheduled with Scott L. as the Vice President/Chair of the Professional Development Committee.

7a. Other:

- The Maine Craft Weekend is scheduled for this coming weekend, October 5-6
 - The 2020 CDBG Program Statement is available via the website
 - The 2019 Maine Affordable Housing Conference in Augusta was very successful
 - Deborah Johnson is in Michigan attending the COSCDA Conference. Tony L. suggested that perhaps an MCDA member should attend next year's conference. This item will be discussed at the next MCDA meeting in December and a budget will be established for this attendance.
8. **Next Meeting Date – December 12, 2019:** In-coming President, Tracey D. will be away at a Brownfields Conference on this date, therefore, December 19 will be the next meeting date.
9. **Adjourn:** Moved by Darryl S and seconded by Tracey D. to adjourn. The meeting adjourned at 1:00 p.m.

Submitted by,

Joella R. Theriault

Joella R. Theriault

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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.

MCDA Secretary