



South Portland Business Association
Board Meeting
August 4, 2016
Minutes

Board Members Present: Kevin Countryman, Brian Tanz, Cathy Newman, Brad Nase, Mark Eves, Chris Hatfield, Malea

Board Members Absent: Richard Rizk

Executive Director: Pam Lemire

I. CALL TO ORDER:

The meeting was called to order at 08:50 am by President Brian Tanz.

II. APPROVAL OF AGENDA AND MINUTES:

The July minutes were approved.

III. AGENDA ITEMS:

- **Member Update:** Pam reported that 85 members have paid dues. 10 members did not renew, 2 new members have joined and we are waiting payment from 4 members.
- **Map Update:** There is 1 ad space left and it is reserved for The Circuit Gym – if we do not hear from them by Friday, August 5 the ad will go for sale to the first member that pays. The Board agreed on Example “2” for the new logo enhancement and Example “1” as a start for the 2017 map cover.
- **Rivers Edge/Aquariva Event:** The Hotel/Restaurant will host an event for SPBA members on Wednesday, September 21 from 5:00-7:00 with wine/beer and appetizers. They will give a brief talk on proposed changes for the property.
- **Park Concerts:** Pam reported that SPBA table at the concerts were a success. The packets and promotional items were well received by attendees.
- **Area Hotels:** Our maps will be distributed by the front desk at the Residence Inn/Marriott. The new Hyatt in South Waterfront will open soon. They have offered a tour on Wednesday, August 10 at 1:30 pm for any Board members interested. Pam and Malea will attend – they have also agreed to distribute our map to the guests.



- **2016 Holiday Party:** Ideas were shared for the 2016 Holiday Party. Thoughts included:
 - Location Ideas: Portland Family Magazine office, Willamette Sailing Club, Hyatt, Sunstone Montessori School, Elephants
 - Present “Member Appreciation Award”
 - Continue with our Raffle as we did in 2015
- **Transition of Officers:** Discussion points:
 - We need an internal succession plan as each officers term expires
 - Should transition be from VP to President, Secretary to Treasurer?
 - Terms of 1 or 2 years?
 - How to add more Board members
 - Incorporate quarterly morning “coffee socials” with member business to get to know other members and give businesses a chance to “spotlight”.
- **2nd Quarter Financials:** Cathy presented the 2nd quarter financials.

IV. New Business:

- Malea asked for and the Board approved sponsorship for the Sunstone Montessori School Fall Festival in the amount of \$300.00 – exactly as we have done in the past.

The meeting adjourned at 09:56 am.

Thank you to Kevin and Rilassi for hosting.

The next meeting will be Thursday, September 1st - location to follow.