



South Portland Business Association  
Board Meeting  
November 2, 2017  
Minutes

**Board Members Present:** Brian Tanz, Mark Eves, Malea, Kevin Countryman, Danielle Brunner, Richard Rizk, Chris Hatfield, Chad Seegmiller

**Board Members Absent:** Cathy Newman, Brad Nase, Ben Weinstein

**Executive Director:** Pam Lemire

**I. CALL TO ORDER:**

The meeting was called to order at 08:55 am by President Brian Tanz.

**II. APPROVAL OF AGENDA AND MINUTES:**

The October minutes were approved.

**III. AGENDA ITEMS:**

- **Membership Update:** Pam reported that we have 1 new member – CARDNO, bringing our membership total to 98. All membership dues are paid up to date.
- **Map Update:** Maps distribution has been completed (a huge thank you to Ben and Malea for their help).
- **Holiday/Map Rollout Event:** Event will be Wednesday, Nov 8, 5:30-7:30 at Urban Office. Guests to bring an unwrapped child's gift for CASA and the Boys & Girls Aid Society will make a brief presentation.
  - Wine/Cider/Pizza/Dessert, drawing for raffle prizes.
  - Brian will present "member survey", Map rollout. Mark will collect for Salvation Army, Eric/Scott will introduce Urban Office.
- **Urban Office Agreement:** Scott explained that Urban Office has offered the SPBA a complimentary 1 year membership. This will include 12 hours of conference room space each month and a co-working desk space for Pam.
- **September Financials:** Brian presented the financials and the Board discussed options on moving forward for 2018.



#### **IV. New Business:**

- Malea ask for Board approval to donate \$50.00 to SW News, the same as in the past. The Board approved.

Meeting adjourned at 10:11 am.

Thank you Urban Office for hosting.

The next meeting will be Thursday, December 7 @ Urban Office