



South Portland Business Association  
Board Meeting via Zoom  
November 5, 2020  
Minutes

**Board Members Present:** Mark Eves, Kevin Countryman, Malea, Chris Hatfield, Kelaiah Erickson, Brad Nase, Erich Knipschild

**Board Members Absent:** Tracey Abell, Cathy Newman

**Executive Director:** Pam Lemire

**I. CALL TO ORDER:**

The meeting was called to order at 08:45 am by President Mark Eves

**II. AGENDA ITEMS:**

- The minutes from the October meeting were approved.
- **Financials** –Current balance \$7,320.00 – 3<sup>rd</sup> quarter financial presented and showed to be in line with our spending goals.
- **Upcoming Expenses:**
  - **DNO Insurance - \$681.00** – asking for reduction to due cut back in operations.
  - **Website Updates:** Board approved up to \$150.00 to have Joseph update our website.
- **Calendar Project:**
  - Second newsletter is generating more interest.
- **Heat Lamps:**
  - The Board agreed to donate our lamps to a business in our footprint. Malea will check with Finales and Jola.
- **Holiday Greeting:**
  - The Board agreed to purchase a membership to “Jacquielawson.com”. We will create a holiday greeting to our members from the Board.

Meeting was adjourned 9:25 am

The next meeting will be Thursday, December 3rd at 8:45 am via Zoom. Details to follow.