



**Medway Business Council Board Meeting — Minutes
September 14, 2022 — 8:30 am**

Location: Muffin House Café, Medway

Present: **Julie Dennehy, Laura Logan, John Parrella, Kristen Salera, Tom Reardon, Paul Saia, Liz Shea (on phone)**

Absent: **Wayne Texeira, Joyce Boiardi**

Meeting called to order: 8:32

1. Welcome and check-in

2. Approve meeting minutes from the last board meeting: approved

3. Treasurer's report (see separate document)

John reviews current status. Membership dues coming in.

Lost \$ on September bbq, but it was a good turnout and a good community builder.

4. President news/updates, advocacy update ("MBC in the community")

Partnership w/ Medway community farm is solid; will look into other events there.

Would like to get more people from member businesses to get more engaged with programs. Board members asked to invite new people.

Julie attended several regional events recently, representing MBC:

- 8/23 Ashland Business Council hosted regional meetup at Hopkinton YMCA with all area business councils
- Collaborated on 9/28 to promote a networking meetup (partners: Bellingham Business Association, Franklin Downtown Partnership, Medway Business Council, and the Hopkinton Chamber of Commerce).
- Promoting Sen. Spilka's 55+ Senior Fair as she agreed to give free tables to area businesses serving seniors (info posted last week on FB page).

5. VP/Program news/updates

Liz Overview of October event: Finding your dream commercial space. October 6, at Popularis on Main Street.

Speakers: We'll be joined by guest speakers Rick Kaplan of Remax Commercial Division, Owner Brady Bankston of Popularis Construction, Kristen Salera of Salera Home Solutions and Liz Shea of Shea Interiors. Light refreshments to be served.

Julie suggests bringing in someone from the town to address space issues (Design review committee?)



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Which realtors deal with commercial space rental? Kristen will look into it.
Paul Saia will invite a couple lenders from his bank to answer questions
Julie planning to send out a press release about the next meeting to promote it.
Julie & Paul will look into additional guests

November networking event at Charles River Bank 5-7

Light refreshments

“Jenga” conversation starter? Julie may make one for us; otherwise, borrow from Milford CoC.

Raffle: 50/50? Paul will look into putting together a gift basket.

Dec. 6: holiday party

Paul addresses communication. Reminders are a good idea; Julie sends out extra email.
Paul suggests we divide up the membership list to contact people before the meeting to provide an extra boost/incentive.

Last-minute arrivals should pay at the door

Reservations are transferable, but not refundable

6. Membership report - new members, member drive

Paul is focusing on:

1. New member onboarding
2. Existing members
3. Prospects

Focused on prospects over the summer; sent over 60 letters, including a lot to Medway Mills businesses. Used the Medway Mills list to invite people to the bbq.

Paul have to go through the contact at Medway Mills, but can't contact businesses directly. We can give the contact flyers and they'll pass them along to the businesses.

Consider holding an event at b.Luxe at the Mills? Haircare/skincare: inclusive.

Paul: industrial parks. Made a list of businesses at each, sent out the upcoming events flyer. Wayne working with Paul on spreadsheet to organize prospects. Paul also got a copy of the dba list to contact businesses that have a business AND an owner.

Sending a letter & flyer. Then reaching out by email and/or phone.

Julie suggests we divide up the member list of businesses that have not yet renewed.

Question: do we have a renewal deadline? Not really. Some discussion on whether we should set one.



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Paul reached out to other local business councils to see what their events are like, network, etc.

Check with John Haddad: coupon expiration date renews each month, yes?

Julie suggests contacting local businesses and asking how we can support their business. Julie wants to talk about succession. This is her last year as president. She's moved out of town, so it's time for new leadership. Liz is currently VP, but won't be considering becoming president since she's expecting twins. Julie wants to make sure the group is in good shape.

7. Next board meeting: October 12 on Zoom. 8:30am

Laura will set 2nd Wednesdays for board meetings via Zoom for the rest of the year:

November 9

December 14

January 11

February 8

March 8

April 12

May 10

8. Meeting adjourned at 9:25

Medway Business Council

Treasurer's Report

September 14, 2022

Checking Account balance as of 6/22/2022 \$ 5,395.62

INCOME:	DESCRIPTION	AMOUNT	
	MEETING FEE RECEIPTS	500.00	
	MEMBERSHIP DUES	3000.00	
		<hr/>	
	TOTAL INCOME FOR PERIOD		3,500.00

EXPENSES:	DESCRIPTION	AMOUNT	
ck 186	Our Town Publishing - June ad	250.00	
ck 187	Mount Vernon Insurance	395.00	
ck 188	Our Town Publishing - Septembe ad	250.00	
ck 189	Pangea Cuisines - 9/7/22 event	704.92	
ck 190	Steven Houde - reimb for day event insurance	105.00	
	Annual report fees	37.00	
	Paypal fees	56.17	
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	TOTAL EXPENSES FOR PERIOD		1,798.09

Ending Checking Balance 9/14/2022 \$ 7,097.53

Certificate of Deposit as of 9/14/2022 Scholarship Fund 17,456.69

Total Account Balances 9/14/2022 \$ 24,554.22