

**Medway Business Council Board Meeting — Minutes****August 16, 2023, 8:30 am**

Location: Zoom

Present: **Ann Sherry, Julie Dennehy, Laura Logan, Paul Saia, Dave Schofield, Mike Billeri, Tom Reardon, John Parrella**

Absent:

Meeting called to order: 8:33 am

1. Welcome

- a. New Member Attorney Glenn Murphy introduction at 8:30 am. Focuses primarily on real estate. Has an office at the Medway Mills. Looking for opportunities to work with other folks involved in real estate.

2. Programming

- a. September 13th Fall Kickoff Meeting at Medway Community Farm

Ann donated a grill to the community farm. Questions about what food we'll serve; need to follow food serving guidelines. We need to have someone who's certified serve-safe.

Julie noted that the community farm posted a picture of the onions that MBC volunteers helped plant in the spring.

Do we want to do a raffle for the meeting? Paul Saia and Tom Reardon will spearhead raffle effort.

- b. Plan for October, November, December meetings

It would be a good idea for someone from the town to come and talk to the group about current/future development of the town, especially with the acquisitions/changes on Main Street. Reach out to Kevin Meehan about his acquisition on Main Street?

Suggestion: Keep the discussion broad regarding town developments.



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Other potential topics: tax credits for employees during Covid. John Parrella says there's a lot of confusion about who's eligible. John thinks it could be a full program. This would work well on Zoom. John could be available in early November.

Insurance: Dave says insurance is a hard market; rates have been going up. Dave's willing to present the "why" to business owners at the October meeting. He says he's need about 15 for a presentation, plus time for questions. Pitch it as an "Ask me anything" event? Keep it open-ended. Do this as a Zoom presentation in November and add a live event in November as well.

Julie & Ann say it would be great to hold a networking meeting at the Medway Mills; talk with John Greene at Medway Mills about using some space there. Ann will talk to him about possibilities.

Yankee swap for December meeting? Julie is happy to run it if she is available in December. Last year's December meeting was at Mickey Cassidy's.

- c. Ideas for Potential Topics/Themes for future meetings

3. By-Law Review

- a. Elections/voting/virtual vote options

Ann says other business councils have more flexible quorum guidelines and offer an electronic voting option for people who can't attend the meeting.

Julie points out that engagement is an issue. She says she thinks a lot of people don't read/don't get emails.

- b. Modify content regarding board roles

Discussion of whether board roles are accurate, whether committee member numbers should stay as they are.

- c. Written Communication (update to include electronic means)

Update

- d. Other

Laura will review the current bylaws, mark it up, and present recommendations at the next meeting.



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We need to have a backup on the financial side. To discuss.

4. Membership

a. Database update (M. Billeri)

Mike Billeri update: membership list is updated; duplicates removed.
Updated addresses in MailChimp

Mike's happy to maintain the membership list. Not all members have easy access to Google docs because of security (esp. in banking).

b. Email/Mailing to prospects with special offer

Prospect list is updated.

c. Membership Action Plan for Follow-up, New Leads (P. Saia)

Paul is willing to help with the membership renewal mailings; he has a cover letter to include with the invoices. John has prepaid envelopes.

The MBC post office box is being moved to the Village Street post office. John is willing to check the MBC box when he checks his mail.

Prospect list has about 400 names on it. Paul will send any updates to Mike, who will maintain the list.

Paul will continue to invite new members to join the monthly board meeting to introduce themselves and meet the board.

The board will review Paul's membership action plan and prospecting letter. Dave Schofield will work with Paul.

5. Treasurer's Report (J. Parrella)

John presents treasurer's report (separate attachment). We're where we normally are at this time of year.

Julie asks whether the CD we have is currently the right amount and whether it's designated appropriately. Money is currently tagged for scholarships. John says the amount (~\$17,000) is low compared to other nonprofits.

6. Other



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Google docs is not a viable option for all members, especially those in banking with heavy firewalls.

Mike says the MetroWest networking event was well attended; opportunities for collaboration. Ann has some pictures from the event and will forward them to Mike. Mike will write up a blog entry about the event.

7. Adjourn: 10:03 am