



## Minutes of Medway Business Council Board Meeting 11/15/2023

Location: Zoom

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

Absent: **Tom Reardon**

Meeting called to order 8:32 am

1. Welcome
2. Review and approval of Minutes of October 18, 2023 meeting. Approved.
3. By-Law Review & Updates

Julie suggests providing an executive summary of the policy changes (one page). Provide a clean version for membership to read and review.

Suggest we provide changes in an executive summary along with a clean version. Consider whether we want to hold an interim meeting with the membership to get feedback from the membership before the annual meeting.

Laura will prepare a clean document with the current changes for the board to review and we'll go from there.

4. Programing
  - a. November 15<sup>th</sup>-Lunch & Learn with John Parrella, CPA: Potential Tax Credits for businesses and individuals. Topics include:
    - i. Employee Retention Tax Credit
    - ii. Work Opportunity Tax Credit
    - iii. Credit for Employer-Provided Childcare Facilities and Services
    - iv. Child and Dependent Care Credit
    - v. Credit for Small Employer Health Insurance Premiums
    - vi. Retirement Plan Startup Costs Tax Credit
    - vii. Plug-In Electric Drive Vehicle Credit
    - viii. Enhanced Residential Energy Efficient CreditsJohn will take questions after each segment.
  - b. December 5<sup>th</sup> – MBC Holiday Party at Kawaii Restaurant
    - i. Yankee Swap
    - ii. Collection of items for local food pantries
    - iii. Consider Ocean State Job Lot Coat program as a donation option?



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- c. Other programming ideas
  - i. Insurance Coverage – Lunch and Learn?? New Year?? Dave Schofield can present at a live or virtual event in January. Dave will look at potential dates.
  - ii. 2024 Ideas. Ann will talk with John Green at Medway Mills about possibilities for 2024.
  - iii. Hathon apartments: Paul will check to see if we can use their facility for an event. Paul suggests we ask membership if someone would like to hold an event. Paul & Dave will make some calls.
5. Membership
  - a. Membership renewal update – (Paul and John). Mike asks about status of potential members. There had been 18 members still outstanding. 4 renewed; 3 not renewing (out of business, time conflicts). 11 outstanding; Paul will follow up on them. Ann & Mike will help with some follow-up calls. Julie is following up with a couple other members whose renewal is outstanding.
  - b. New Members (Paul): No new members since last month.
  - c. Potential Members (Dave): Paul & Dave are splitting the potential list. They're trying email with follow-up phone call. Email includes benefits of joining. Paul suggests tapping into membership to get new member referrals. Julie's been checking the Friday Friends of Medway posts to gather another potential member list.
  - d. Paul & Dave will go through the town's DBA list to look for prospects.
6. Potential MHS Intern (Julie)
  - a. Social Media Updates: We have an intern from Medway HS (Bella Vallieres (sp?)). Julie will work with her to get her started.
  - b. #Shop Medway
  - c. Featured Business Updates
  - d. Paul asks if the intern can help Paul & Dave find updated email addresses for people on the prospect list; some emails are outdated & bouncing.
7. Financial
  - a. Treasurer's Report (J. Parrella) (report attached)
  - b. Account is updated with multiple signers.
8. Recommendations for new MBC Board or Committee Members: Who else would be good candidates to serve on the board? Make a personal ask; look for people who have specific skills they can share. Real estate groups in town have traditionally been good sources of leadership. It's more difficult to connect with them post-Covid because people aren't in their offices as much anymore.



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9. Other: Julie suggests: Try to get January/February events planned/locked in before December holiday party. Good to promote the next meeting at the current meeting. Julie also suggests we buy 3-5 gift cards from member organizations. Julie will buy 4 gift cards and donate one.

We have a stash of even supplies at John's office: Projector, screen, laptop stand, tablecloths.

10. Next Meeting – Wednesday Dec 20<sup>th</sup> at 8:30 AM. Try to keep the meeting to an hour.

Adjourn 9:52 am

Medway Business Council

Treasurer's Report

November 14, 2023

Checking Account balance as of	10/18/2023		\$ 9,532.20
<b>INCOME:</b>	DESCRIPTION	AMOUNT	
	MEETING FEE RECEIPTS	975.00	
	MEMBERSHIP DUES	126.00	
		<hr/>	
	TOTAL INCOME FOR PERIOD		1,101.00
<b>EXPENSES:</b>	DESCRIPTION	AMOUNT	
	Paypal fees	<hr/> 20.61	
	TOTAL EXPENSES FOR PERIOD		20.61
Ending Checking Balance	11/14/2023		\$ 10,612.59
Certificate of Deposit as of	11/14/2023 Scholarship Fund - interest rate 4.65% matures 10/19/24		<hr/> 17,592.75
Total Account Balances	11/14/2023		<hr/> <hr/> \$ 28,205.34