



Thursday, August 23, 2018  
GENERAL MEMBERSHIP MEETING  
10:00 A.M.

## **MEETING MINUTES**

**1. *Welcome and Introductions by Stephen Dyer, President MCDA 2017-2019***

The meeting was called to order at 10:06 a.m. In attendance were Stephen Dyer, Tony Levesque, Joella R. Theriault, Tracey Steuber, Nancy Ketch, Jen Peters, Darryl Sterling, Rodney Lynch, Matthew Eddy, Chris Winstead and Cary Tyson.

**2. *Changes or additions to agenda***

No Changes

**3. *Approval of June 7, 2018 Meeting Minutes***

Moved by Tony Levesque and seconded by Tracey Steuber to approve the June 7 meeting minutes with the notation that the meeting was on June 7 and not on June 14 as indicated on the August 23 agenda. The vote to approve was unanimously in favor.

**4. *Treasurer's Report and Financial***

Steve Dyer presented the Treasurer's Report and noted that a \$1,000 donation has been made to COSCDA in July. Moved by Tony Levesque and Seconded by Darryl Sterling to approve the Treasurer's Report as presented. The vote to approve was unanimously in favor.

**5. *MMA Affiliate Group Meeting***

Tracey Steuber provided an update of the two 45-minute sessions to be held at the MMA Convention. The morning session will be presented by Steve Hinchman of ReVision Energy and Sadie Lloyd of the City of Belfast on Municipal Solutions for Community Solar and the second session will be presented by Travis Kennedy, Special Projects Liaison and Heather Johnson, Director of ConnectME Authority on Broadband initiatives. The MCDA Annual Meeting and Luncheon will be at Margarita's Restaurant directly following the presentations, at or about 12:00 noon.

It was suggested that Deborah Johnson be the guest speaker at the annual meeting to talk about HUD programs and changes to the CDBG program in 2019. Tracey Steuber will contact Deborah.

Steve Dyer will contact MMA to set up the booth registration for October 3 and 4. Joella will update the display and make it available to Tony Levesque on October 2. Tony Levesque moved to expend the amount needed to register the MCDA booth; seconded by Tracey Steuber and the vote was unanimously in favor.

**6. Progress on the website**

Ben Thomas of MMA has been working on the website update and sent a link to the new site currently in progress. The link was submitted to MCDA members for review and comment. The work completed to date is very different than what had been proposed earlier. Joella Theriault will present comments to MMA and ask that the website be revised to reflect the earlier format. Comments, photos, and news articles were requested for the new website. Joella Theriault will contact various professional designers to design a new logo. It is hoped that the new website will be available for unveiling at the MCDA Annual Meeting.

**7. Status of Subcommittees and Subcommittee Reports:**

*i. Membership* – Chairman T. Levesque reported that there are 43 members currently with 13 members that have not yet renewed. Phone calls to non-renewing members will be made to encourage them to renew.

*ii. Professional Development:* See 5. MMA Affiliate Group Meeting above.

*iii. Communications/Newsletter.* J. Theriault reported that the second quarterly newsletter is nearly complete and asked for any newsworthy articles. The newsletters have not yet been posted to the website. Joella Theriault will submit the newsletters to Ben Thomas for posting as soon as possible.

**8. Remarks by Deborah Johnson, Office of Community Development**

Office of Community Development Director, Deborah Johnson, was not available. Item was tabled.

**9. Next Meeting Date – October 4, 2018**

**10. Other Business**

- Nominations for two outgoing Board members (Suzie Paradis and Tom Martin) were submitted. Nancy Ketch and Jen Peters accepted the 2-year positions beginning October, 2018.

**11. Adjourn** – Motion by Tony Levesque and seconded by Tracey Steuber to adjourn. The meeting adjourned at 10:40 a.m.

*Meetings are held the second Thursday of every other month. In the event that the second Thursday falls on a holiday, the meeting will be held on the next business day.*