

PBA Minutes Board & General

Board Meeting		
9.19.2014	9:30am	Meeting Place
Meeting called by	Matt Buonaiuto, President	
Type of meeting	Board of Directors Meeting	
Facilitator	Matt Buonaiuto, President	
Note taker	Tammy Enquist-Liscomb, Secretary	
Timekeeper	Tammy Enquist-Liscomb, Secretary	
Attendees	Matt Buonaiuto, President, Rob Edwards, Vice President of Marketing and Technology	
	Dave Jones, VP of Membership, Tammy Enquist-Liscomb, Secretary, Mark Mosher	
Membership and Process		
	Matt Buonaiuto, President	
Discussion		
Applications must be filled out and due paid to become a member. Right now everyone is on the website to get us started, however;		
For the future those that do not provide dues money and apply will not appear in the directory on the website. Many that attended		
The event at Senor Poncho's signed up already. Rob has a list of those that already paid and he is working on having bills go out		
Automatically every July 1 for the new term. Term runs from July 1 through June 30 th each year. PayPal working and 6 people have		
Used it as of today. We have options regarding how to receive funds. I.e. direct deposit or paper check. Right now we are charged		
1.5% for each transaction until we prove our nonprofit status and then there will be no charges. Those docs sent on 9/15/2014.		
Rob will offer his services to educate local PBA members on how to use PayPal services for their business at the meeting today.		
Directory and Web Services		
	Rob Edwards, , Vice President of Marketing and Technology	
Discussion		
A manual list of local businesses was provided by the town hall. Post cards will be sent out to make		
All businesses aware of our group and the benefits of membership. We will expand our reach to all homeowners to reach all		
Home based businesses and makes the residents aware of our presents in the community. A brochure will be eventually created		
For new residents in town (welcome wagon type material).		
All paid members in the directory may contact Rob for any changes to their profile on the site. Changes are quick whether it be		
Verbiage and/or picture changes. The board can schedule meetings on the site as well. Rob would like to do a quick video of all		
Paid members to link into each profile. It's that extra something that can bring more business to our members. Right now the		
Directory is sorted by category alphabetically. We are looking to be able to view 100 listings in the directory at a time so no one		
Is missed. Dave and Mark will also have access to the site to make changes. All members will have a hosted email that will point		
To actual emails. This looks more professional.		
Miscellaneous		
	Matt Buonaiuto, President	
Discussion		
The banner is done.		
The board voted to allow officers to be reimbursed for expenses related to the startup of our organization.		
All minutes will be sent to Rob to put up on the website for the members to see.		
To actual emails. This looks more professional.		
ADJOURNMENT		9.:59AM

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9.19.2014		10:05AM	Meeting Place
Meeting called by	Matt Buonaiuto, President		
Type of meeting	Board of Directors Meeting		
Facilitator	Matt Buonaiuto, President		
Note taker	Tammy Enquist-Liscomb, Secretary		
Timekeeper	Tammy Enquist-Liscomb, Secretary		
Attendees	Matt Buonaiuto, President, Rob Edwards, Vice President of Marketing and Technology		
	Dave Jones, VP of Membership, Tammy Enquist-Liscomb, Secretary, Mark Mosher		
Welcome and Membership/Web Services			
	Rob Edwards, Vice President of Marketing and Technology		
Discussion	Welcome and Sign In Sheet completed		
The website is ready to accept pal pay payments for membership. Please fill out form online as well. You may also write a check with the form if you wish.			
Please spread the word throughout our community and send folks to www.Prospectbusiness.org to join. We will be making the online PDF a fill able form.			
The directory is live and Facebook page is up and running. The website is in phase 1. It will continue to improve with the additional of videos, etc. All directory			
Listings are alphabetical. All categories were created by Rob. If you wish to have a new or different category, let Rob know. Any changes you wish to make such as			
Verbiage, adding links, pictures, etc. please email Rob at MARKETING@PROSPECTBUSINESS.ORG . Be sure to check out the search box and how useful the keywords			
Can be in finding what you and potential clients are looking for. Rob would like to do a video of everyone's "sales Pitch" to add a value link to every members listing.			
He will set up a green screen and interview you for 10 minutes and take the best parts of the interview and make you look like you are the expert in your field.			
Directory and Web Services			
	Matt Buonaiuto, President		
Discussion			
A manual list of local businesses was provided by the town hall. Post cards will be sent out to make			
All businesses aware of our group and the benefits of membership. We will expand our reach to all homeowners to reach all			
Home based businesses and makes the residents aware of our presents in the community. A brochure will be eventually created			
For new residents in town (welcome wagon type material). SUPPORT LOCAL BUSINESS!!			
Planning and Zoning Meeting			
	Matt Buonaiuto, President		
Discussion	The next planning and zoning meeting is October 1, 2014 at 7:15pm		
This meeting will address the guidelines for sandwich boards in town. Board is now reviewing putting signs up 5 times per year for 10 days at a time. Safety and			
Aesthetics are the reason for the town's strict rules on this topic. For construction type businesses you may have your signs up during the construction project and			
2 weeks after the job is complete. Please get involve as it affects your businesses. Any signs you put up can be regulated. The town website has all the current			
Information. The law states today that sandwich boards are illegal and you can only have one attached and one detached sign now. If you have a home based			
Business you must have a permit to put up a sign. Go to the meeting to give your input. Perhaps we can negotiate a type/size of sign that is acceptable to the town.			
The zoning board is reasonable but they need to hear from the community in order to change the laws. From a cost perspective, right now the town is sending over			
100 letters each month for sign violations. This is a cost to the tax payers. If the laws are changed, perhaps we can save the tax payers some money.			
Also, the Economic Development Committee of Prospect is meeting on October 14 th at 7pm.			

Getting to Know Each Other/ Town Sidewalks			
	Matt Buonaiuto, President		

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Discussion	
Just as a note: we are a community of business owners. Some of us are competitors but I urge you to meet with your competitors in town and see how you can help	
Each other be successful. There may be areas of focus for one that the other does not have at this point in time. Many competitors historically work together	
So make an appointment for a one on one with everyone in the group and get to know all members. If you are going to refer our group, it's important to know and	
Trust those in which you will refer your valued clients.	
Carla Perugini-Erickson is not here today but I wanted you to know that she is working on getting sidewalks for the town. There will be more information to follow.	
Rtes. 68, 69, state roads can be done, in fact, many are planed already but we need the voice of the community to make it happen. More to follow.	
PayPal Presentation	
	Rob Edwards, Vice President of Marketing and Technology
Discussion	
Rob is offering his services for members of the PBA. He can show you how PayPal can work for your business. PayPal is more than a payment taking system.	
You can track invoices, etc. It's like accounting software for free. The only cost is a 1.5% fee for processing payments for profit businesses. Non profit	
Businesses are not charged this fee. The SQUARE and IPAY with apple may have some nice options for you as well.	
Just as an FYI, EBAY purchased PayPal years ago. You can go to PayPal.com or call Rob for more information.	
Events	
	Matt Buonaiuto, President
Discussion	
The Pumpkin Festival is in October and Ann Fortier at the Town Hall is looking for more vendors. There is no charge for a spot so give her a call to sign up.	
The festival is October 25 th between 4 and 8pm. The parade is at 4pm. Should we do a float? Have a band or DJ? Please contact Matt if you would like to help.	
We are also thinking of having a show at the firehouse in February to showcase our local businesses. More to follow on that.	
Tammy is heading up the committee for the Holiday party to be held in January. Ann Stein said she would help with the committee.	
We would like this to be a formal event. Tammy will be working with Aria. Other activities at this event may include a silent auction. If you have suggestions	
Please contact Tammy at 203/815-5939.	
If you have any ideas for the group, events you would like to see us participate in, please let us know. This is your group!	
Please, again. Spread the word and let's make this group great!	
The next meeting will be in the evening on October 15th at 6pm at Millennium Computer.	
ADJORNMENT	11:10AM