

ZOOM Attendance: Mik Muller, Penny Ricketts, Lucinda Kidder, Bob Sunderland, Kriste Joy, Jeremy Goldsher; Notes, Rachel Roberts

Items:

1. July 14 Annual Meeting Minutes
 - Lucinda Kidder motioned to accept minutes; Penny Ricketts seconded. Motion approved
2. Reviewing "GBA Rules of Operation" (bylaws)
 - Bylaws and Policies Sub-Committee report
 - The group has yet to meet but will work on it before next meeting
3. Finance Update
 - Bank account: Discussed the need for a debit card
 - Lucinda motioned for the GBA to get a bank card with a \$1,000 limit to match the check writing limit with Mik and Rachel as card holders; Kriste seconded. Motion passed.
 - How do we pay Rachel?
 - Quick presentation of eSmart Paycheck system by Donna DuSell of MWW
 - Penny motioned for payroll to be executed by Donna DuSell through eSmart; Lucinda seconded. Motion passed.
 - Rachel & Donna will connect to complete payroll set-up
 - Purchase Quickbooks from Tech Soup \$60
 - Tech Soup is only open to 501c3 and libraries. We need to find another source, Ebay?
 - Obtaining Directors Insurance
 - Need anti-harassment and anti-discrimination policies from Bylaws Subcommittee for filing
 - Separation from FCCC
 - Bank account with Chamber is closed
 - Dual-Exec meeting Thursday, August 13th at 8:30
 - Might have membership dues money coming from Chamber
4. Greenspace CoWork location
 - Need signs for door and on wall or filing cabinet near Rachel's desk
 - Rachel shared Jeff has a plan to add a GBA logo to the door of the suite
 - Desk/Filing cabinet space still to be determined
 - Filing cabinet lock is not working; Rachel will contact locksmith or look for a different filing cabinet
5. Mass Grant Loan Application to Support Local Small Businesses
 - Rachel updated the group about the Commonwealth Places COVID-19 Response grant
 - If accepted a Grant Committee would need to be formed, a grant application will need to be developed, and the crowd-funding campaign will need to be started

- Grant Committee formed with Mik, Kriste, and Bob

6. Small Businesses in Greenfield

- Parking
 - Rachel met with Kevin O'Neil about the use of a Wilson's lot for downtown employees. They discussed the lot next to the Salvation Army offices on Chapman St. It would be a "park at your own risk" situation with lighting and plowing from Kevin. GBA would have to manage everything with businesses/employees and then pay Kevin. How do we acknowledge who has current parking membership? Suggested pricing around \$20 a month with 1 month free for a year payment upfront.
 - Not sure how many businesses/employees would be interested. It was suggested we write and distribute a simple survey to find out. Penny & Mik will work on it.

7. Membership Update

- Membership Dues
 - Rachel started issuing email membership renewal requests for June, July and August memberships
 - Small response so far; Rachel will print and mail
 - Rachel would like to have a space on the website where members can renew and pay online
 - Mik suggested linking our PayPal to the membership page. Rachel and Mik will follow-up.
- Pandemic Outreach/Support
 - Mik is still updating the "Who's Open List"

8. Event Planning Discussion

- Fall planning?
 - Rachel mentioned the Business Showcase was to be planned for the fall
 - Group decided to postponed until spring 2021
 - Rachel mentioned some cities have already cancelled Halloween activities but Greenfield has not (Recreation Dept will take the lead on this event as usual)
 - Rachel will connect with Christie and figure out how the GBA can support the Rec Dept with whatever is planned
 - Holiday Lighting
 - Rachel also shared that it is time to start thinking ahead to Holiday Lighting and events
 - Group agreed we should continue lighting poles
 - Discussion about whether to ask for sponsorship for the lights from businesses that may be struggling financially for money. It was acknowledged that some businesses will want to sponsor anyway.
 - Group decided not to change the light decorations as planned but keep the same with some sprucing up.
 - Discussion about installation and whether the city could help came up. Rachel will connect with the city and learn about the city's lighting plan and check about help with installation.

- The group agreed to keep using stars for this year so Rachel will also reach out to Nan Parati about that and modify the lighting contract if needed.
- Penny and Mik will work on a survey or announcement to learn about business interest in sponsoring.

Adjourned at 10:05 AM

NEXT MEETING - Tuesday, September 8, 2020 at 8:30 am
239 Main St (Rear) or ZOOM: <https://zoom.us/j/7093692888>
Open to all members