

FACA Steering Committee Minutes May 17, 2017

In attendance: Jane Bradley, David Webster, Elizabeth Guffey, Ellen Ebert, John Albright, Scott Miller, Ed Bradley, Nancy Salmon.

Meeting called to order at 7:02 pm.

(1) Meeting Minutes

No minutes are available yet for the March and April meetings.

(2) Reports and Updates

- We filed our annual report with Maine Secretary of State this morning.
- Not Too Shaap donated \$235, their proceeds from the May First Friday Just Desserts concert.
- Checking account balance as of 4/28/17 was \$7,258.65. Since then, one payment of \$1295 was made to Reinholt Consulting and we received the \$235 donation from Not Too Shaap. Outstanding amount due to Reinholt Consulting under the contract is $(\$1295 \times 3) + \$1850 = \$5735$. After Reinholt Consulting contract is paid in full we have \$463.65. From that we owe Ed \$35 for Maine Secretary of State annual report filing fee plus a few reimbursements to other committee members for survey-related photocopying.

(3) CULTURAL PLAN SURVEY

Reviewed current assignments. There have been at least two surveys completed by businesses or organization in paper form that have not yet been logged by Reinholt and do not appear on their reports to our committee. This includes Figures of Speech and Freeport Historical Society.

New assignments / reassignments:

- Thomas Moser: Ed
- Buck's Naked BBQ (Wendy Case): Jane
- Gritty McDuff's (Bobby Hoyer): John
- Brown Goldsmiths: John
- Frost Gully Violins: John
- Smudge (Sarah): Ellen
- Fusion Dance: Nancy
- Bath Savings, Norway Savings: Scott
- Atlantic FCU: David
- Barn at Windpointe: Elizabeth
- Cathie Peterson: Elizabeth
- Freeport Yoga: Nancy
- Tom Acousti: Elizabeth
- Winslow Park (Neil Lyman): Ellen
- Boucher Landscaping: John Albright
- Brewster House, White Cedar Inn: Scott
- Azure: Nancy

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Ed reviewed process after survey ends.

1. Reinholt Consulting crunches numbers, develops priorities list based on survey results, and contrasts the priorities by group (general public vs. artists & performers vs. organizations & businesses).
2. Reinholt Consulting submits report to FACA that suggests options to address these priorities based on what other communities have done.
3. FACA vets the report.
4. We hold a public meeting to preview the report and solicit public comment. Committee decided to delay this public meeting until fall, using the pause time to build buy-in with Town Council and other critical groups. We will keep in contact with groups during this interlude to make sure they are going to be at the first reaction meeting and ready to fully engage in discussion at that meeting.
5. Reinholt revises the report, FACA reviews, there is continued discussion with constituent groups to refine the report.
6. Final report released at another public meeting.

Jane will check with Reinholt Consulting to find out when they will have preliminary survey results to share with the Steering Committee.

Meeting adjourned at 7:56pm.

Next meeting: Wednesday, June 28, 7pm at location tbd (possibly Town Hall). Primary agenda for the June meeting is to receive Reinholt's survey report and discuss it with them.