

Duanesburg Business Association

Agenda

2/05/07

1. Reading and approval of the minutes

****(Motion To Approve)****

2. Treasurer's Report

****(Motion To Approve)****

3. Committee Reports:

Marketing and Promotion Committee Report
Kevin and Brenda Soucy

Notes:

Welcome To Duanesburg Package Committee Report
Brenda Soucy, Laurie Meyer, Lisa Murphy

Notes:

4. **Guest Speakers:**

Alysia Miller from the Schenectady County Community Business Center.

Paul Longe from the 'Tuesday Edition'

Notes:

5. Unfinished Business:

Membership Participation (What can we do?)

Notes:

6. New Business:

Raffle Fundraiser: Cub Cadet Riding Tractor
Tickets are printed and ready to be distributed to members.

Memorial Day event – Should we do a float to publicize the DBA?

DBA Website: www.duanesburgbusinessassociation.org
Is now live and on-line. We need additional business descriptions from members.

7. Promote a business of the month by allowing time for a presentation during the meetings.

8. **Proposed Projects**

- 1) Concert Series
- 2) July 4th Fireworks Event
- 3) Sing Around The Christmas Tree
- 4) Christmas Breakfast/Pictures with Santa
- 5) Easter Egg Hunt
- 6) Elfs Night Out/Midnight Madness
- 7) Halloween Parade/Party
- 8) Float in Memorial Day & Holiday Parade in Schenectady

9. **Need To Establish Committees:**

- a. Membership: _____
- b. Communications: _____
- c. Fundraising: _____
- d. Information: _____
- e. Program & Business of the Month: _____

1) Possible programs include:

- a. Comprehensive Plan for the Town
- b. Historical Society
- c. Retirement plans for small business owners
- d. Health Savings Plans
- e. How to write a business plan

10. Announcements:

Next meeting: Monday, March 5, 2007 6:30 PM (Jonathan's)

Notes:

- I. Introductions
- II. Minutes read. Randy Passano made motion to approve minutes. Seconded by Bonnie Keller. Minutes will be taken by Lisa Murphy due to Jean Dykeman's absence.
- III. **Treasurer's Report**
- IV. **Committee Reports:**
Marketing and Promotion Committee Report

Brenda Soucy presented handout of information on rates for Spotlight newspaper. Paul Longe spoke to us about possible ad placement/rates in his Tuesday Edition paper. Also said he has very good rates for printing projects.

Welcome To Duanesburg Package Committee Report

Did not meet but will meet before next meeting.

- V. **Guest Speaker**

Alysia Miller from Schenectady County Community Business Center. She spoke about Small Business Seminar Series which are free and open to public. It is a One-Stop Source for small businesses and their needs.

Paul Longe from Tuesday Edition came and spoke about his paper.

- VI. **Unfinished Business**

Membership Participation

Need to grow group.

Members invite guests for possible future membership.

Website – www.duanesburgbusinessassociation.org

Need general description of each business to post on website.

Updates/corrections would be appreciated.

- VII. **New Business:**

Raffle Fundraiser: Cub Cadet Riding Tractor

Tickets printed and distributed to members. . Only 500 tickets at \$20 dollars each. There will be prizes for 1st, 2nd, and 3rd. Drawing will be at the area's Memorial Day parade/event.

Memorial Day event:

Should we do a parade float to publicize DBA?

Promote Business of the Month: Patrick Ciraulo to present next month.

Proposed Future Projects

- 1) Concert series
- 2) July 4th Fireworks Event ****
- 3) Sing Around Christmas Tree
- 4) Christmas Breakfast/Pictures with Santa
- 5) Easter Egg Hunt
- 6) Elves Night Out/Midnight Madness
- 7) Halloween Parade/Party
- 8) Float in Memorial Day (May 19)& Holiday Parade (Schenectady)

Establish Committees

Membership: Ed Greiner / Mike Hebert

Communications: Patrick Ciraulo / John James

Fundraising: "Everyone"

Information: (info packet) Brenda Soucy/Laurie Meyer/Lisa Murphy

Program & Business of Month: open

Possible future programs:

Comprehensive Plan for Town

Historical Society

Retirement plans for small business owners

Health savings Plans

How to write a business plan

Announcements –

Duane Lions Club is sponsoring a Firefighters Muster on July 21, 2007.

Kathy Gevers spoke briefly about event. Looking for food vendors, commercial vendors and crafters interested in participating at event.

<http://www.duanelionsclub.com/muster/home.html>

Hope people will come out to support the 12 volunteer fire departments participating in events.

Next meeting: Monday, March 5, 2007, Monday at 6:30 pm at Jonathon's.

Motioned made to end meeting by John James and seconded by Pat Ciraulo.