

AGENDA

1 CALL TO ORDER & MEETING FOCUS – Curt Neufeld

- Strategic plan update, TDI ARP project recommendations & Strategic Subcommittee

2. ANNUAL MEETING – ELECTION OF OFFICERS – All

- (ACTION ITEM) Nominate & elect officers:
 - President
 - Vice President
 - Treasurer
 - Secretary
- Confirm that all COI policy statements have been submitted.

3 MINUTES – John Shattuck

- (ACTION ITEM) Vote on approval/amendment of draft minutes of last meeting – see attachments.

4 TREASURER’S REPORT – Brian Robinson

- (ACTION ITEM) Vote on acceptance of treasurer’s report – see attachments.
- (ACTION ITEM) Vote on updated banking resolution/authorized signers – see attachments.
 - Execute updated signature cards.
- Treasurer’s suggestions & overview re Insured Cash Sweep (ICS)

5 RECOMMENDATIONS RE DIRECTOR VACANCIES - All

- Larry Fitch submitted his resignation on 2021-06-03 because he is relocating to Massachusetts, which creates a second vacancy on the board – see attachments.
- Update from Curt Neufeld re discussion with Nick Whatley, Morningstar Stone & Tile, Whatley Farms
- Other recommendations
- (ACTION ITEM) Vote or consensus on recommendations for filling TDI board vacancies

6 CONTINUE DISCUSSION OF STRATEGIC SUBCOMMITTEE WORK PLAN– All

- Subcommittee scheduling – summer hiatus?
- Strategic Subcommittee recommends that Curtis Picard be recruited to the Subcommittee.
- Continue discussion of Subcommittee work plan and recommendations
- Develop TDI recommendations re
 - ARPA projects
 - TDI participation in CPIC efforts & projects
 - Develop strategy and policies/metrics for use of TDI capital funds.

7 OTHER BUSINESS – All

- For future consideration: conflict between business park covenants and Town Code

8 ACTIVITY UPDATE (time permitting) – John Shattuck

9 ADJOURN

ATTACHED - meeting documents & links.

2021-05-19 TDI BOD minutes – DRAFT

2021-06-16 Treasurer's report

2021-06-16 Banking resolution

2021-02-04 TDI COI policy - FORM

Link: Info re Insured Cash Sweep (ICS) <https://www.insuredcashsweep.com/>

2021-06-03 Fitch resignation letter

2021-06-07 Fitch thank you letter from Town

TDI OUTREACH

- Go team & kit for new businesses
- Newsletter – quarterly to start
- Convene public meetings on key issues/projects
- Strengthen existing relationships

ACTIVE ADVOCACY

- Downtown/Main Street infill/density and waterfront park
- Enhance retail center
- Housing – especially workforce and affordable housing
- Workforce development
- Participate in Topsham planning processes:
 - Comprehensive Plan
 - Topsham Fair Mall Master Plan
 - Long term business sector research

CORPORATE PURPOSE & MISSION/ STATEMENT

- Draft and adopt updated vision statement
- Review and update corporate purpose statement in bylaws

BOD & SCC MEETING SCHEDULE

TDI - Topsham Development, Inc.

Location: CR (*MR during summer 2021 – interns*)

Meeting name: TDI/John

8-9:30am 3d Wednesdays on the below months – *except SEP mtg: noon 4th FRI*

January

March

June

May – *annual meeting*

September - *strategic meeting - noon 4th FRI*

November

TDI SSC - Strategic Subcommittee

Location: CR (*MR during summer 2021 – interns*)

Meeting name: TDI strat/John

8-9:30am 2d Fridays in months without BOD meetings:

February

April

May

July (*hiatus?*)

August (*hiatus?*)