

SANDWICH BUSINESS GROUP

MINUTES

APRIL 2, 2002

Members Present: Julie Deak, Don Sutton, Don Brown, Ben Adriance, Judi Dunlap, Bob Dunlap, Nancy Papp, Connie Janusyewski, Susan Davies, Lisa Shambaugh, Joyce Lund, Diane Johnson, Mio Kerr, and Patsy Carega

TREASURER'S REPORT: Julie Deak: Julie reported that we have 62 members. 12 members chose option 1 and 12 chose option 2. A copy of the budget is attached.

BROCHURE AND WEBSITE: Don Sutton reported that both the websites (Discover Sandwich and SBG) are current. Be sure to check your information if you have not done so and let Don know if changes need to be made.

Brochure: Janina Lamb has all the corrections for 2007 brochure. Her recommendation is that we wait until next year to introduce a two color brochure with a new logo. Two color will cost slightly more, as will Janina's fees as the job is more involved. Janina recommends that we use a brighter paper this year and stick to either sepia or red ink. She gave us printing costs based on 15,000 brochures. We need to print 20,000 this year so the cost will be approximately 20% higher: The following printers gave quotes on 15,000 brochures: Penmore in Maine - \$1472, Independent - \$1269, and Tyler - 1185.

After much discussion as to whether or not to move to two color this year a motion was made, seconded and approved to adopt Janina's recommendation and print in brown ink on a lighter color paper. The group felt that it was better to be frugal this year as we do not have a clear idea of what our expenses will be such as distribution costs, printing costs for more brochures, mailing cost and the like. A second motion was made, seconded and approved to create a photo committee to find a new photo for the front of the brochure and to accept the decision of that committee and Janina on the photos and art to be used for the 2007 brochure. Members of the committee are Julie Deak, Ben Adriance, Patsy Carega and Joyce Lund.

BYLAWS:

The Bylaws committee has created a draft of proposed bylaws for the SBG. The Bylaws define us as a group. We are a member based organization not a group run by a board. Although we do have officers, we are a member driven organization. A discussion began as to the definition of a Sandwich based business. The conclusion: A Sandwich based business is either located in the town of Sandwich or is owned by a resident of the town of Sandwich.

PLEASE REVIEW THE DRAFT OF BYLAWS FOR A DISCUSSION AT THE NEXT MEETING.

BY-LAWS OF THE SANDWICH BUSINESS GROUP

PO Box 116

Center Sandwich, NH 03227

Article 1

Name: This organization shall be called Sandwich Business Group.

Article 2

Purpose: The Sandwich Business Group strives to provide Sandwich businesses with an opportunity to collectively advertise and market our businesses.

In doing this, we hope to promote our businesses in a manner that will enhance, preserve and protect the unique heritage of our community.

Article 3

Membership

Section 1. Any Sandwich based business or organization interested in the purposes of this Group may become a member upon regular payment of dues. A Sandwich based business is either a business located in the Town of Sandwich or a business owned by a resident of the Town of Sandwich.

Section 2. Upon payment of annual dues, such business or organization shall become active members with all the privileges of membership, including that of participating in collaborative advertising.

Section 3. New members must pay dues in advance of any meeting in order to be permitted to vote at the meeting.

Article 4

Government and Election

Section 1. A Board of Directors consisting of not less than seven and not more than fifteen shall be the governing board of the Sandwich Business Group. All officers shall be members of the Board of Directors.

Section 2. The members of the Board of Directors to be elected from and by the membership of this organization will be elected from a slate presented by the Nominating Committee at the Annual Meeting and/or from additional nominations which will be accepted

from members in good standing at the time of the meeting.

Section 3. The term of office for Board of Directors shall be three years.

Section 4. Officers of the Sandwich Business Group will be elected at the Annual Meeting and/or from additional nominations, which will be accepted from members in good standing at the time of the meeting.

Section 5. The term of office for Officers shall be one year.

Section 6. The officers of the Group shall be President, Vice President, Treasurer, Secretary and Corresponding Secretary. The Board of Directors will be empowered to appoint additional officers if it feels they are necessary in carrying out the tasks of the Group. The duties of the officers shall be as follows:

A. President. The President shall preside at all meetings of the Board of Directors and of the Association and may exercise the powers normally allocable to the presiding officer of an Association.

B. Vice President. The Vice President shall perform the functions of the President in the absence or inability of the President.

C. Secretary. The Secretary shall keep minutes of all proceedings of the Board of Directors and of the meetings of the Association and shall keep such books and records as may be necessary and appropriate for the records of the Association.

D. Treasurer. The Treasurer shall be responsible for the fiscal affairs of the Association.

Section 7. Vacancies. Any vacancy on the board or among officers of the Sandwich Business Group may be filled at any meeting by a majority vote of the board of directors. Any person so elected shall serve for the remainder of the term the predecessor would have served.

Section 8. A quorum shall consist of five members.

Article 5

Nominating Committee

Section 1. Each year, a Nominating Committee, consisting of three people who are members in good standing, shall be appointed by the Board of Directors at least one month prior to the Annual Meeting.

Section 2. The purpose of the Nominating Committee shall be to propose a slate of officers and to nominate persons to fill vacancies on the Board of Directors.

Article 6

Meetings of Membership

Section 1. The Annual Meeting of the Sandwich Business Group shall be held in January. Notice shall be given to the general membership in advanced of the Annual Meeting.

Section 2. Regular meetings of the general membership shall be held as needed. Notice shall be given to the general membership in advance of the meeting.

Article 7

Fiscal Year: The fiscal year of the Sandwich Business Group shall begin on January first.

Article 8

Dues: Membership dues shall be payable when due. Each member is entitled to one vote.

Article 9

Procedure for Amendments: These By-laws may be altered or amended at any annual or special general membership meeting of the group by vote of two-thirds of the members present and voting. Notice of the proposed changes shall be given prior to the meeting. discuss....

The following language is from the By-Laws of the Sandwich Sr. Resources:

Section 1. These By-Laws shall not be altered or amended in any way except through general discussion and vote at the Annual Meeting of the Sandwich Business Group or at a special meeting called for that purpose.

Section 2. Proposed amendments shall be submitted to the Board of Directors at least one month prior to the Annual Meeting or one month prior to a special meeting called for the purpose of considering the proposed amendments.

Section 3. Such proposals shall be published and the members informed two weeks in advance of the Annual Meeting or the special meeting called for that purpose.

Section 4. A quorum of at least 30 percent of membership is required for amending these By-Laws.

Section 5. A three-quarters majority of those voting shall be required for amendments to these By-Laws.

The following language is from the By-Laws of the Sandwich Home Industries:

The by-laws may be amended or revised by a majority vote at any meeting of the members of the corporation provided that the notice of the meeting states that such amendments or revisions are being proposed.

The following language is from the By-Laws of the Sandwich Sidehillers:

These By-Laws may be amended by the affirmative vote of the majority of those present and voting at any meeting held within two and one-half months after the change has been announced and discussed

at a regularly scheduled meeting. If possible written notice of the impending vote should be sent to each member of the Club.

The following language is from the Sandwich Historical Society By-Laws:

These Bylaws may be altered or amended at any annual or special general membership meeting of the Society by vote of two-thirds of the members present and voting. Notice of the proposed changes shall be given in the call for the meeting.

Article 10

Dissolution

In the event of dissolution, any assets of the Sandwich Business Group may by a two-thirds vote of the members, be transferred to the general fund of the Town of Sandwich.

MARKETING:

Option 2 Businesses need to get together to decide where they want to advertise. Don Sutton will organize a meeting.

Summer World will include a generic article about the SBG at the beginning of the Sandwich Section of Summer World. This article will be at no cost. Thank you

Sofia!

Web Committee has been working on a couple of improvements to the sites. The idea is to eventually combine the two sites into one.

The Brochure needs to be to the printer around April 15th.

THE NEXT MEETING WILL BE MAY 7TH AT 8:30A.M. AT THE CORNER HOUSE.

The meeting was adjourned at approximately 7:15 p.m.