

## Minutes for Readfield Enterprise Committee 1.15.19

Present: Clifford Buuck, Stephen Monsulick, Jr, Christine Sammons, Eric Dyer

Excused Absence: Les Priest

Program Guidelines and Eligibility, under who is eligible, we added entity to any person who owns an existing business or plans to start a new business.

We added LLC on Phase One Application under Type of Organizational Structure.

Section II: Business Plan Information, #6, we added business to your income. And did the same under #7.

Section V: Signatures for Landlords, we add, I have been informed of the Applicant's intention to conduct business and/or the Applicant's intention to perform improvements.

### Phase Two Application Draft

A lot of the information for a Complete Business Plan is in Section II of Phase One Application. Make a check list to work from and don't make it so difficult, we scare them off. We might give them Phase One and Phase Two together, so they are aware of the information they will need if they get invited to Phase Two. Eric is going to go through Phase Two documents to see if they are all necessary. They should request a credit score since they can get one free each year.

We would like to invite the applicants who have been successful and hear their side of the process. They could join the Committee or be a mentor.

Send a copy of application process to such organizations as KVKOG, First Park, Winthrop Chamber of Commerce, and other towns that have programs. Add University of Maine to list of resources. Chris offered to contact KVCOG to see if they can speak to us about their resources.

We should take down the Old Information on the Website.

Submitted by Chris Sammons