

**Name of Organization: Valley Ventures Group**

**Purpose of Meeting: Monthly MicroCredit Group Meeting**

**Date/Time: July 14, 2006 / 9:00 A.M.**

**Facilitator: Laura Lynch**

**Minutes Keeper: Derik Brasher**

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**In Attendance:**

**Lise Grondin-Danault Suzanne French**

**Eric Lang Derik Brasher Joyce Presby**

**Keith Lynch Laura Lynch Carla LaPierre**

**Absent:**

**Jackie Hawkins Eric Catman Norman Lettre**

**Manice Moser David Moulinsky**

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**Action: Turned in evaluations of Tutorials 1 & 2 and turned in the Group Evaluation.**

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**Topic: Review minutes from previous month.**

**Motion: Accept minutes from previous month.**

**By: 1st...Lise Grondin-Danault 2nd...Keith Lynch**

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**Topic: Treasurer Report**

**Discussion:**

**Postage paid out: \$ 1.74**

**Balance-to-date: \$164.26**

**Eric needs a copy of the payment schedules for Keith and Laura's loans.**

**Eric plans to send the Treasurer's Report and possibly receipts for dues via e-mail to save on expenses.**

**Eric needs to purchase a receipt book, to record the collection of member's dues, which can be used and referred to by other members in the event he is unable to perform his duties.**

**Motion: Allow Eric discretion in the use of funds to purchase supplies for Valley Ventures Group.**

**By: 1st...Keith Lynch 2nd...Laura Lynch**

**Action: Dues Collected**

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**Topic: Business Check-In**

**Keith's purchase of spray -equipment with his loan -funds enabled him to**

**increase output by 200%.**

**Laura's used her loan -funds to commence a 9 -week advertising campaign**

**and to set up a business phone.**

**Suzanne designed a business logo for Lise.**

**Lise is considering renting space for her business.**

**Carla is introducing Emu oil as a new product line and a new line of**

**scarves.**

**Sylvio said that he is busy in carpentry work.**

**Eric said that some of his customers who weren't paying are starting to pay.**

**Derik said he had two inspections since last meeting.**

**Action: None**

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**Topic: Trade-Show Update**

**Individual members should visit the college cafeteria to get an idea of how the event should be configured and be prepared to discuss your ideas at the next meeting.**

**Contact Claudette Fillion (sp) to see cafeteria.**

**Demonstrations, free samples, and sell -sheets are permitted.**

**Joyce will request Citizens Bank supply beverages.**

**It was suggested that participants in the trade -show wear generic name-tags.**

**Joyce handed out a pamphlet on "Trade Show & Table Set -Up".**

**Joyce reminded us to bring "collaterals" for the show and discussed various means of displaying products and information.**

**Send questions to Joyce about set -up.**

**Keith said not to register for the trade -show until he notifies us.**

**Eric is to keep track of registration and will e-mail receipts to us.**

**Keith said we should get an auto -receipt when we register on -line.**

**Motion: Verification of membership in MicroCredit should occur by means**

**of the registrants typing in the name of their group when they register on-line.**

**By: 1st...Keith Lynch 2nd...Lise Grondin -Danault**

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**General Discussion:**

**Eric has to call Frazier Paper each month for permission to park in their lot for MicroCredit meetings.**

**The group concluded that Eric Catman's place is not "meeting friendly".**

**Tara is willing to critique press releases.**

**There was not enough time left for a SWOT analysis.**

**A Mission Statement is good to display at the trade -show.**

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**Topic: Next Meeting**

**Date/Time: August 11, 2006 / 9:00 -11:00 A.M.**

**Location: WCU**

**Facilitator: Carla LaPierre.....Tutorial 3**

**Minute Keeper: Lise Grondin -Danault**

**Time Keeper: Eric Lang**

**Bring a completed Mission Statement for your business.**

**Write a press release for your business and Tara will critique it.**

**A SWOT analysis will be done if time allows.**

