

**Portland Main Street Economic Revitalization Committee**  
**Minutes**  
**September 17, 2009, 8:00AM**  
**Cheeky Monkeys Coffeehouse & Bakery**

Attendance: Diane Smith, Ed Bishopp, Michelle V  
Missing: Terry Frewen, Bernie Pelc, Kory Blastic  
Staff: Patrick Reagan

**Old Business**

**New Members Search:** no

**Business Seminar Series:** Patrick reported on the success of the training so far and the upcoming Biz Plans Seminar on Sept. 22

**Business Assistance Team Project:** Survey's due next meeting.

**Opera House Revitalization Sub-Committee:** Once the committee is contacted, the first step was discussed as being a tour of the Opera House. The second step was viewed to be a discussion of options for the space and a third step was suggested to be a visit with a structural engineer on site to review the ideas and proposed costs of the ideas. Also important for the committee will be the research conducted recently by Will through the Cool City grant. It was expected that the meeting will take place in November due to Diane being on study leave in October.

**Market Analysis** –Patrick will collect sample RFP's and especially the RFP used in Iron Mountain while he was there. The MSHDA application is needed to see what information is needed for the application.

**Volunteer Hours Reported:**

1. Ed: 5 hours
2. Diane: 4 hours
3. Terry: 2 hours
4. Bernie: 2 hours
5. Michelle: 2 hours

**Year Calendar:** FRIDAY Oct 16, Nov 19, Dec 17