



FREDERICK COUNTY SMALL BUSINESS REVOLVING

LOAN FUND COMMITTEE MEETING

Friday, October 10, 2008, 10:30 a.m.

**Business & Employment Center,
Office of Economic Development Brady Room**

AGENDA

- **Approval of Minutes for September 12, 2008**
- **Selection/Recommendation of New Committee Member**
- **Loan Review Quarterly Meeting Trends**
 - Review of applicants from July thru September 30, 2008 - Chris Olson, Small Business Development Center (SBDC)

 - Summary of account activity 3rd Quarter– Vivian Grove, Administrative Specialist, OED
- **Web Hits** (From WebTrends Report) – Vivian Grove, Administrative Specialist, OED
 - July 08 – 171 visits
 - August 08 – 231 visits
 - September 08 – visits

 - *Number of visits that include a view of the specified document. Individual visitors are counted each time they come to the Web site, and are counted only once per visit no matter how many pages they look at. If a visitor is idle longer than the idle-time limit, WebTrends assumes the visit was voluntarily terminated. If the visitor continues to browse your site after they reach the idle-time limit, a new visit is counted.*

 - ✚ Explanation of how percentages of visitors who viewed this document were figured.
Answer: Total views of loan fund web page ÷ Total views of all web pages
- **Administrative Guidelines Discussion (from emails)**
 - Application Fee – discuss with DBED
 - Term ‘for-profit’ removal from text
 - FCSBLF vs CAFR (Comprehensive Annual Financial Report)
- **Member List Hand-out (revised 9/15/08)** –deleted Amy Cooper

CLOSED SESSION

Maryland Annotated Code State Government Article §10-508(a)(5) – to consider the investment of public funds and (7) - To consult with counsel to obtain legal advice on matters directly related to their loan agreement.

- **Closed Session Minutes for September 12, 2008**