

**Keyport Bayfront Business Cooperative
Minutes - Board of Directors Meeting
January 15, 2020**

Attendees:

Jack Straub, Executive Director
Lorraine DeVizia, President
George McMorrow, Vice President
Larry Vecchio, Treasurer
Joe Merla
Chris Sanborn
Cat Galli (arrived late)
Nicole Gangino
Donna Purcell
Mayor Collette Kennedy
Council Member Delia Sosa McDermott

Absent:

Ann Boyce

Meeting called to order by Lorraine DeVizia at 6:36pm.

Sunshine Law notice read by Lorraine DeVizia.

MOTION made by Larry Vecchio to approve minutes of December 11, 2019, seconded George McMorrow. APPROVED by voice vote, Nicole Gangino abstained (was not a member of board in December 2019).

Board members made brief introductions for the benefit of new member Nicole Gangino.

MOTION to open public session made by Mayor Kennedy, seconded by George McMorrow, APPROVED by voice vote.

Acknowledged member of public, Shauna Burlew.

MOTION to close public session made by Mayor Kennedy, seconded by Donna Purcell, APPROVED by voice vote.

Election of 2020 Officers

NOMINATION of Lorraine DeVizia for President by Donna Purcell, seconded by Larry Vecchio, no other nominations, all APPROVED by voice vote, Lorraine DeVizia abstained.

NOMINATION of George McMorrow for Vice President by Larry Vecchio, seconded by Donna Purcell, no other nominations, all APPROVED by voice vote, George McMorrow abstained.

NOMINATION of Donna Purcell for Secretary by Lorraine DeVizia, seconded by Larry Vecchio, no other nominations, APPROVED by voice vote, Donna Purcell abstained.

NOMINATION of Larry Vecchio for Treasurer by Donna Purcell, seconded by Cat Galli, no other nominations, APPROVED by voice vote, Larry Vecchio abstained.

Executive Report

Executive Director noted December 2019 and 2019 year end financial reports are included in the meeting packet.

Explanation of KBBC 2020 Budget, sent to all board members on January 13; upon approval of board, will be presented at January 21 Borough Council meeting. Council vote on budget will likely occur at the February 18 Borough Council meeting.

Discussion of budget included comments from Larry Vecchio stating his belief that budget presented to Borough Council should only be for the amount of the commercial property assessment, and not include any additional revenue. Executive Director explained the assessment process, and mentioned that the KBBC auditor agreed with the budget being presented to Council. He also offered to set up a meeting with the auditor to clarify the issue, Larry stated that would not be necessary.

Mayor Kennedy asked a question about how Keyport Kash is accounted for in the budget, Executive Director explained that Keyport Kash is now allocated in its own account.

MOTION to approve KBBC 2020 Budget made by Lorraine DeVizia, seconded by Joe Merla. Roll call - approved McMorrow, Vecchio, Merla, Sanborn, Galli, Gangino, Purcell, DeVizia; abstained Kennedy, Sosa McDermott. Mayor Kennedy and Council Member Sosa McDermott abstained because they will be voting on the budget when it is presented to the Borough Council. Budget APPROVED.

Discussion of events and dates for 2020. The following dates were confirmed:

St. Patrick's Parade - Saturday, March 21
Wellness Event (name to be determined) - Saturday, May 2
GardenWalk - Saturday, June 6 and Sunday, June 7
Town Wide Yard Sale - Saturday, June 13, possibly also June 14
Dogs Night Out - to be determined by Events Committee, either June 18 or June 25
Keyport Car Show - Thursday, July 16 (rain date Friday, July 17)
Fireman's Fair - Monday, July 27 through Saturday, August 1
KeyportFest 5K run - Saturday, September 23
Keyport Music Festival - Saturday, October 10
Holiday Tree Lighting - Saturday, November 28
Candlelight House Tour - Saturday, December 12

Discussion of proposal by Arts Society of Keyport to hold "Third Thursdays Art Walk". Decision was made for KBBC Events Committee to meet with Arts Society to determine details of their proposal.

Executive Director informed the board that KBBC spent a total of \$45,000 in 2019 on music (including sound engineer) for the combination of Keyport Thursdays and Music Festival. Music expense needs to be reduced in 2020, either by holding fewer music nights or spending less on some of the bands, or a combination of both.

Brief discussion of offer by Paul McKeefrey and Vinny Kyne to help with music in 2020.

Discussion of committees - the following assignments were agreed upon:

Events: Cat Galli, Larry Vecchio, George McMorrow, Chris Sanborn,
Delia Sosa McDermott, Lorraine DeVizia

Visual Improvements: Joe Merla, Mayor Kennedy, Ann Boyce, Lorraine DeVizia

Marketing: Nicole Gangino, Larry Vecchio, Delia Sosa McDermott

Mayor Kennedy suggested KBBC follow up on idea from Lorraine DeVizia, to put flags on the poles which had lights during the holidays. Decision was made to investigate pricing and logistics.

MOTION to adjourn made by Lorraine DeVizia, seconded by George McMorrow, APPROVED by voice vote.

Meeting adjourned 8:34pm.