

Keyport Bayshore Business Cooperative

Minutes of the 4/10/19 Executive Board Meeting

Attendees:

Jack Straub, President
Lorraine DiVizia, Vice President
Paul McKeefry, Secretary
Ann Boyce
Joe Merla
George McMorrow
Mayor Collette Kennedy (coming late)
Donna Purcell
Councilwoman Delia Sosa McDermott
Stephen Gallo, Business Administrator
Larry Vecchio, Treasurer (arrived late)

Absent:

Ken Lawlor, no longer a member
Chris Sanborn
Kat Galli

The meeting was called to order at 6:38.

The Sunshine Notice was read by Jack Straub.

Public Session:

Opened at 6:40 and closed at 6:41 as there were no members of the public in attendance.

Presidents Report

Jack Straub informed the Board that the KBBC Budget will be up for vote by the Borough Council on Tuesday, April 16, 2019 at 7:00PM

Financial Statement

Jack Straub informed the Board that he is trying to clean up some issues from 2018.

Audit

Jack Straub informed the Board that the financial audit Scheduled for April 24 in the office and they will be doing 2 years (2017 and 2018).

Bookkeeping

Jack Straub informed the Board that the bookkeeper was in last week for an hour.

Summer event posters

Jack Straub showed the layout for the posters and informed the Board that the printed version will:

- Combine July 4 Music into Thursday Night Music box
- Add Friday movies
- Add Memorial Day Sidewalk Sale

We will be using a using a version for APP Summer Guide

After discussion it was agreed to flip the cap letters on VISIT and keyport so it read visit KEYPORT.

Stakeholders meeting—email went out.

28% opened

a few responses so far

Stakeholder Meeting

Jack Straub informed the Board that the e-mail went out and that 28% were opened, but we've had only a few responses so far

- Dazia's offered food but we declined, will have bottled water
- Set for May 1, 5 to 7
- Setup at 4:30
- Table for each committee (talk for 5 minutes)
- Marketing committee to handle sign in sheet

Brookdale Radio

Jack informed that Board that this program is all set at a cost of \$1,200 for the year.

Also the station is open to participating in an event

Ribbon cuttings

- May 11
- 3 or 4 in the works
- Mayor Collette Kennedy to notify Council
- Schedule to follow

Minutes of 3/13/19

A motion to accept the minutes of the March 13, 2019 KBBC Board Meeting was made by Lorraine DiVizia, seconded by Delia Sosa McDermott, and passed by voice vote.

Committee Reports

Events:

Paul McKeefry informed the Board that things were going well with hiring bands for the Thursday concerts but that having a professional sound engineer was going to be a lot more costly than originally thought. Paul informed the Board that he would be making a motion to hire a sound engineer at the next meeting. Two quotes have been obtained and 2 parties opted out of quoting.

- Steve Gallo to send Paul McKeefry contact info for another sound engineer

Visual Improvements:

Lorraine DiVizia informed the Board that JCP&L said no for stinging lights from pole to pole

Lorraine DiVizia is looking at other options for roof lights

Ann Boyce, Lorraine DiVizia, and Joe Merla to meet about getting quotes to power washing the sidewalks

Steve Gallo will check with Tony Vecchio on fire code regarding lights being on the building all year.

Lorraine DiVizia to look using lights that change colors

The Keyport Garden Club has asked that the KBBC pays for the plants that go into the pots (14 pots) and sign gardens.

KBBC has paid for this in the past. Garden club supplies the labor.

Collette Kennedy made a motion for up to \$600 for the purchase of flowers for spring and summer plantings in the flower pots. This was seconded by Paul McKeefry and approved by voice vote with Ann Boyce abstaining.

Marketing

George McMorrow informed the Board that Chris Sanborn has met with his marketing guy and will present a proposal at a later date.

Business Support

Collette Kennedy informed the Board that Main Street New Jersey is holding a seminar in Red Bank on 4/25 and that Jack Straub has agreed to attend

Collette Kennedy informed the Board that she, Steve Gallo, and Jack Straub will be attending a Monmouth County Tourism Meeting on April 30 in Neptune.

Old Business

Stage

Jack informed the Board that although we had a surplus going into last year that was consumed by the music festival

Steve Gallo informed the Board that he has a bid out and cost is in the \$30,000 to \$50,000 range.

Another option would be a seasonal stage
That option is in the \$15,000 range and Steve Gallo agreed to get pricing

Steve Gallo also advised that one problem would be storage of a movable stage.

New Business

Elections and bylaws

Jack Straub advised the Board that he would like to make some changes like moving it back in the year and that he is uncomfortable with current set up of bylaws. Especially that there is no requirement for people to be involved before they are on the board.

Jack informed that Board that Cranford has no elections but they are appointed by the council and Montclair has elections at annual meeting, no ballots, they use a voting machine

Paul McKeefry recommended that formation of an election committee

Ken Lawlor's seat:

A couple of names were discussed in regards to filling Ken's Lawlor's seat on the Board. Continued discussion is needed in order to bring a name or names to the Borough Council for consideration.

Business Registration Certificate

The idea of having businesses register was brought up. This is not now a requirement in Keyport, but other towns including Matawan have a registration process.

Meeting adjourned at 8:15 PM