

Minutes of January 11, 2022 for KBBC Board of Directors Meeting

Attendees:

Larry Vecchio (President)

Melissa O'Connell (Vice-President)

JoAnne Colonnello (Treasurer)

Dolores Rilho (Secretary)

Mayor Collette Kennedy

Councilwoman Delia Sosa McDermott

George McMorrow

Joseph Merla

Ann Boyce

Douglas Weider

Yulia Kravchin

Donnie Blanks

Craig Parker

Shauna Burlew

Joseph Manfredi (Attorney)

Absent:

All board members present

Meeting commenced at 6:32 pm ET

Sunshine Law notice read by George McMorrow

Roll call with names present/not present above

Approval of December 8 and December 20, 2021 Minutes:

Motion made by George McMorrow to approve the December 8, 2021 minutes. Seconded by JoAnne Colonnello. Roll call. All members present vote in favor. Donnie Blanks and Craig Parker abstain. The motion passes.

Motion made by Dolores Rilho to approve the December 20, 2021 minutes. Seconded by George McMorrow. Roll call. All members present vote in favor. Larry Vecchio, Donnie Blanks, and Craig Parker abstain. The motion passes.

2022 Officer Nominations:

President:

Mayor Collette Kennedy nominates Melissa O'Connell for President

Dolores Rilho nominates Larry Vecchio for President

Joseph Merla nominates Larry Vecchio for President

Douglas Weider nominates JoAnne Colonnello for President

Delia Sosa McDermott nominates Dolores Rilho for President

George McMorrow questions the nominees if they are in favor of being nominated. Larry Vecchio accepts. Melissa O'Connell, JoAnne Colonnello, and Dolores Rilho decline the nomination.

Motion to accept Larry Vecchio as President. Roll Call. Mayor Collette Kennedy votes no. All other present members vote in favor. Delia Sosa McDermott and Yulia Kravchin abstain. The motion passes.

Vice-President:

Ann Boyce nominates Melissa O'Connell for Vice-President

Melissa O'Connell accepts the nomination

Motion to accept Melissa O'Connell as Vice-President. Roll Call. All present members vote in favor. The motion passes.

Treasurer:

Mayor Collette Kennedy nominates JoAnne Colonnello. Seconded by Melissa O'Connell.

JoAnne Colonnello accepts the nomination

Motion to accept JoAnne Colonnello as Treasurer. Roll Call. All present members vote in favor. The motion passes.

Secretary:

Mayor Collette Kennedy nominates Dolores Rilho for Secretary

Dolores Rilho accepts the nomination

Motion to accept Dolores Rilho as Secretary. Roll Call. All present members vote in favor. The motion passes.

Discussion:

The board discusses the issue of the laptop and cell phones 2-step verification process.

Motion by Mayor Collette Kennedy to terminate the cell phone plan, with the provision that the contact is reviewed before cancellation. Seconded by George McMorrow. Roll Call. All members present vote in favor. The motion passes.

Ann Boyce states that Shauna Burlew has yet to return the keys.

Motion by George McMorrow to grant Larry Vecchio, JoAnne Colonnello, Melissa O'Connell, and Dolores Rilho check signing abilities. Effective upon acceptance by the bank. Seconded by Mayor Collette Kennedy. Roll Call. All members present vote in favor. The motion passes.

Motion by Larry Vecchio to uphold George McMorrow and Ann Boyce's check signing abilities until the new signees are approved. Seconded by Mayor Collette Kennedy. Roll Call. All members present vote in favor. The motion passes.

Motion by Larry Vecchio to change the November meeting date to Monday, November 7th.

Motion by George McMorrow to confirm all KBBC meeting dates. Seconded by Mayor Collette Kennedy. All members present vote in favor. The motion passes.

Motion by George McMorrow to submit the KBBC audit. Which requires the KBBC to report its annual activities within 30 days of the close of the fiscal year. Seconded by Larry Vecchio. Roll Call. All present members vote in favor. The motion passes.

Motion by JoAnne Colonnello to authorize the expenditure of up to \$500 per month in either cash or credit without board approval, under the condition that the transaction is necessary and relates to any KBBC events or activities. Seconded by Melissa O'Connell. Roll Call. All members present vote in favor. The motion passes.

Public Session:

Motion by Ann Boyce and seconded by Delia Sosa McDermott to open the meeting to public session. All members present vote in favor. The motion passes and the public session is opened.

John Merla questions if any board members had seen the parking lot after the previous snowstorm. Merla states he has already noticed potholes in the lot. John Merla also questions the board if it was inspected and signed off on. Mayor Collette Kennedy states she will follow up with Mr. Delaney regarding the issue.

Shauna Burlew states she never received notice for the December 20, 2021 special meeting.

Shauna Burlew states she was able to access the iCloud account and show Ann Boyce all of the enclosed files.

Motion by Ann Boyce to close the public session. Seconded by JoAnne Colonnello. All members present vote in favor, no abstentions. The motion passes and the public session is closed.

Treasurer's Report:

Motion by Mayor Collette Kennedy to approve the payment of bills for the items currently listed. Seconded by Melissa O'Connell. Roll Call. All members present vote in favor. Larry Vecchio, Donnie Blanks, and Craig Parker abstain. The motion passes.

Ann Boyce reviews all transactions and invoices that are pending approval.

Motion by Ann Boyce to reimburse Larry Vecchio in the amount of \$300 for the DJ. Seconded by George McMorrow. All members present vote in favor, no abstentions. The motion passes.

Motion by Mayor Collette Kennedy for all discussed items to be paid, except the Kathy Clayton invoice. Seconded by JoAnne Colonnello. Roll Call. All members present vote in favor. Larry Vecchio, Donnie Blanks, and Craig Parker abstain. The motion passes.

Motion by Mayor Collette Kennedy for agenda items to be sent to the executive board at least 5 business days prior to the meeting. Seconded by Dolores Rilho. All members present vote in favor. Melissa O'Connell abstains. The motion passes.

Motion by Delia Sosa McDermott to approve the new recommended format and utilize remaining Keyport cash. Seconded by Ann Boyce. All members present vote in favor, no abstentions. The motion passes.

Committee Nominations:

Melissa O'Connell, Ann Boyce, Dolores Rilho, Craig Parker, and Yulia Kravchin volunteer to be a part of the events committee.

JoAnne Colonnello, Larry Vecchio, and Melissa O'Connell volunteer to be a part of the job search committee.

Joseph Merla, Larry Vecchio, Ann Boyce, Craig Parker, and Melissa O'Connell volunteer to be a part of visual improvements.

Larry Vecchio and JoAnne Colonnello volunteer to be a part of the budget committee.

Yulia Kravchin, Dolores Rilho, Melissa O'Connell, and George McMorrow volunteer to be a part of the marketing committee.

Douglas Weider and Ann Boyce volunteer to be a part of the by-laws committee.

Motion by Larry Vecchio to allocate up to \$1,000 for a St. Patrick's day parade sign. Seconded by Ann Boyce. All members present vote in favor, no abstentions. The motion passes.

The board discusses the March 19th parade décor for the mini park.

Old Business:

The board discusses all photos and videos uploaded to the KBBC website for social media.

The board discusses bids for the Christmas tree and decoration removal.

Motion by Larry Vecchio to approve Michael Hendrickson's (Richie) proposal for the tree and decoration removal in the amount of \$375, also to allocate up to \$250 for bins. Roll Call. All members present vote in favor. The motion passes.

Melissa O'Connell mentions the issue of a man soliciting window paint removal to vendors.

Melissa O'Connell states she submitted three different bids for storage. O'Connell states she would rent out the basement of her business to the KBBC for \$1 a month.

Motion by Delia Sosa McDermott to approve Melissa O'Connell's storage proposal for \$1 a month. Seconded by Dolores Rilho. All members present vote in favor. Melissa O'Connell abstains. The motion passes.

Melissa O'Connell gives updates on the stakeholders networking dinner/breakfast.

Motion by Larry Vecchio to approve the Town and Country Diner in the amount of \$6,300 for the networking event. Seconded by JoAnne Colonnello. Roll Call. All members present vote in favor. The motion passes.

The board discusses potential dates for the event. The board agrees on March 22nd, 2022 at 9 a.m. The 26th being the back-up date.

The board discusses the email distribution list.

Motion by Delia Sosa McDermott to approve the MailChimp activity. Seconded by Melissa O'Connell. Roll Call. All members present vote in favor. The motion passes.

New Business:

The board discusses reviewing the JSMT contract.

The board discusses preparing the October audit in collaboration with Joseph Manfredi.

Motion by Larry Vecchio to activate a KBBC Zoom account. Seconded by Mayor Collette Kennedy. All members present vote in favor, no abstentions. The motion passes.

Motion by Larry Vecchio to disallow board members to contact Joseph Manfredi without the executive board's approval. No further comment was given pertaining to this motion.

Public Session:

Motion by George McMorrow and seconded by JoAnne Colonnello to open the meeting to public session. All members present vote in favor. The motion passes and the public session is opened.

John Merla suggests bringing in a guest speaker for the networking event. Merla also suggests the event be livestreamed through social media.

Motion by George McMorrow to close the public session and seconded by Mayor Collette Kennedy. All members present vote in favor, no abstentions. The motion passes and the public session is closed.

Closure:

Motion by Mayor Collette Kennedy to adjourn the meeting. All members present vote in favor.
The motion passes. The meeting is adjourned.