

**Keyport Bayfront Business Cooperative
Board of Directors Special Meeting - Minutes
Tuesday, August 8, 2023 at 6:30pm
70 West Front Street, Keyport NJ 07735**

Call to order

Sunshine Law notice read by Legal Rep.- Links to notice detail: <http://njfog.org/opma/>
In accordance with the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et.seq., as amended from time to time, notice of this Regular meeting of the KBBC board was delivered to The Independent and the Asbury Park Press newspaper and prominently posted on The Borough of Keyport & KBBC's website as a part of annual notice.

Roll Call Attendance:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Mayor Rose Araneo,
President | <input checked="" type="checkbox"/> Jason Faltings, Resident |
| <input checked="" type="checkbox"/> Melissa O'Connell, Vice
President | <input checked="" type="checkbox"/> Joseph "JoJo" Merla |
| <input checked="" type="checkbox"/> JoAnne Colonnello, Treasurer | <input type="checkbox"/> Donnie Blanks |
| <input checked="" type="checkbox"/> Yulia Kravchin, Secretary | <input checked="" type="checkbox"/> Doug Weider |
| <input type="checkbox"/> Chris Demarest, Councilman | <input checked="" type="checkbox"/> Genevieve Andrews- Kelly |

**Approval of Minutes for June and July 2023
Melissa Motion, Jojo 2nd**

Presidents Report

- Update Mini Park project with NPP & Borough.
 - Nicole Henn - engineering came out, expand the footprint of park, weight of stage will be sufficient, pavers and other decorative elements will all be cohesive, ramp will be adjusted and ADA compliant, resolution is sent to council, waiting on note from engineering, handrail - waiting on price, 3 weeks that the property will not be able to be used, Kim needs to answer about warranty/performance/maintenance bond.
 - All approve resolution.
- New appointees on the board.
 - Accept Anne's resignation
 - Mayor nominates: Susan Motanti, Jacqueline Machado, Madeline Resignola

Treasurer's Report

Mayor motion, Jay 2nd to approve open invoices.

Motion to ratify payment: Jay motion, Melissa 2nd.

Committee Reports:

- **Admin Updates:**
 - Email Password Changed.
 - Phone message is not changed.
 - Website password update - Yulia has access.
 - Key Count / Door Card - changed the key lock.
 - Signature card at the bank switched from Larry to Rose. - Resolution to use electronic payments: Joanne motion, Jojo 2nd.
 - Update who is managing website/business directory - Yulia is updating.
- **Hiring** a temporary office manager for August to December.
 - KBBC is not on borough worker's compensation or liability. See if borough can add them and we take on cost.
 - Job search committee for Administrative Assistant: Joanne, Doug, Jojo.
 - \$22/hr at 10 hours a week.
 - Motion to form job search committee and hire employee: Motion Mayor, Jay 2nd.

Motion to open to public

Mayor motion, jojo 2nd.

Jack Straub knows process to include marinas in the bid.

John Merla - marinas claimed not to benefit from KBBC.

Motion to close to public. Jojo Motion, Joanne 2nd.

- **Annual Request from Friends of Library** for \$300 in Keyport Cash for prizes for the ScareCrow Contest.
 - All approved.
- **Media:**
 - Update When is overpass banner that is printed and sitting in Fast Copy going to be hung up? They need it out of the shop. - Mayor will find out from county.
- **Light up the Bay - NEED VOLUNTEERS**
 - **Jojo will help with tables. Mayor will help. Jay can be there at 6PM.**
- **Keyport Car & Blues Show**
 - New date: October 5.
 - Communicate with Farmer's Market - Jenn.
 - Needs to be approved at council.
- **Yard Sale:**
 - Move this to Recreations.

- **I love Keyport**
 - RE: Community tables, Taste of Keyport, Art on the Bay - Taste of Keyport: need to set up and contact businesses.
 - Arts & Crafts, Music, Keyport Cash & posters
- **5K-Annual Request from Recreation** for Keyport Cash for race
 - Make it one day spend & assign a KBBC volunteer collecting emails & handing out day of race.
 - \$3500 in Keyport Cash. Mayor Motion, Jay 2nd. All yes.

Visual Improvements

- **Christmas Tree - Jojo to help get Christmas tree. Will have children sing Christmas songs and more.**
- Update on **sign in front of the bank - Mayor will talk to Larry.**
- Update on **scanning codes for street signs - Mayor will talk to Larry**
- Update on **Highway Sign - Mayor will talk to Larry.**
- Update on letter from NPP that if money is not spent by December 2023 it is returned to the KBBC & letter from Borough - we have no responsibility for maintenance of mini park. - Incorporated into the resolution.
- **Design of new Highway Poster** & update on new for the highway that was approved - Melissa will make one for Taste of Keyport.

New Business:

- Update on welcome packets / ribbon cutting requests for new businesses. - Donnie and Drew and Genevieve.
- Discussion of having JSMT replace a simple google pinned map instead of present directory - Yulia looking into it.
- Solicitation for accounting and auditing services proposals from (1) Geltrude & Co. and (2) Polcari & Co. - Manfredi will draw up a resolution. Motion Jojo, Jay 2nd. All yes.

Old Business

Channel 15 - Mayor looking into it.

Open to Public Jojo motion, Jay 2nd

Donna Purcell - question about why insurance is going through borough.

John Merla - Signs in front of Lenora were bought by KBA + NPP many years back.

Nicole hasn't been in the last few meetings. Asking about the ramp and NPP.

Anne Boyce - A lot of board members miss a lot of meetings.