

**Keyport Bayfront Business Cooperative  
Board of Directors Meeting Minutes  
Tuesday, September 26, 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,<br>President      | <input checked="" type="checkbox"/> Joseph "JoJo" Merla       |
| <input checked="" type="checkbox"/> Melissa O'Connell, Vice<br>President | <input type="checkbox"/> Donnie Blanks                        |
| <input checked="" type="checkbox"/> JoAnne Colonnello, Treasurer         | <input checked="" type="checkbox"/> Doug Weider (6:41)        |
| <input checked="" type="checkbox"/> Yulia Kravchin, Secretary            | <input checked="" type="checkbox"/> Genevieve Andrews- Kelly  |
| <input checked="" type="checkbox"/> Chris Demarest, Councilman           | <input checked="" type="checkbox"/> Jacqueline Machado (6:35) |
| <input checked="" type="checkbox"/> Jason Faltings, Resident<br>(6:42)   | <input checked="" type="checkbox"/> Susan Montanti            |
|  | <input type="checkbox"/> Marilyn Rusignuolo - resigning       |

**Approval of Minutes for August 2023 and September Special Meeting 2023**

Motion: Jojo

2nd: Melissa

**Presidents Report**

- Update Mini Park project with NPP & Borough.
  - Jack Straub gives updates for the Mini Park Project - cement is down. Stage still needs time to cure. Will get update in 2 weeks. Note: ice rink on there for November event.
- New appointees on the board.
  - Marilyn is resigning

**Treasurer's Report**

Need ratification for the payment of the bill. Motion: Joanne. 2nd: Jojo. All yes.

## **Committee Reports:**

- **Admin Updates:**
  - Email Password Changed.
  - Phone message is not changed.
  - Website Directory Updates (Yulia)
- **Hiring** a temporary office manager for August to December.
  - Job search committee updates for Administrative Assistant: Joanne, Doug, Jojo.
  - \$22/hr at 10 hours a week.
    - Looking into Payroll - Jay
  - Potential using Trello (Yulia)
- **Events**
  - Keyport Car & Blues Show - Updates from Jay - being advertised in several places. Jay and Donna are working the Car & Blues Show. Needs a KBBC table with prizes.
  - Wake the Dead/Zombie Stroll on Sunday, October 15 11AM-4PM
    - Promotion is done.
    - Need Updates with Salon
  - Be-Witched - Updates from Genevieve and Yulia
    - Tent is \$4080.
    - Decorative Walk-through was \$4500 - needs attention
    - 1-800 Fly Baby
    - 5 vendors currently
    - Witch Parade
    - Potion Scramble - Gen
    - Buy a bunch of witch hats?
  - Miracle on Front Street
    - Committee: Mayor, Jojo
    - Keep contract for the 2 years.
  - Ugly Sweater Holiday Party
    - Street market
    - Carolers
    - DJ
  - Holiday Sip & Shop Saturdays
    - 3 dates. Needs work.

## **Visual Improvements**

- Sign in front of the bank, Scanning codes for street signs, Highway Sign - Updates
  - Jack looking into the scanning codes.
  - John Merla - Banners were made for Highway Sign, but county had not approved it because of liability.
- Christmas Decor
  - Rent the holiday decor items on the attached list for \$12,374.94\* annually. Charge for delivery and installation is \$3,705.00\*.

### **New Business:**

- Painting the 18 flower pots by Keyport Garden Club.
  - Painted black. KBBC covers cost of paint.
  - Motion: Jojo. 2nd: Melissa. All yes.
- Nominations: Jo Merla, Genevieve Kelly, Yulia Kravchin, Jackie Machado, David Colonello, Ed Booth, Susan Montanti

### **Old Business**

- Keyport Farmer's Market:
  - Checking in on formal action on proposal.
- Channel 15 - still has issues. School owns the channel.

### **Open to Public**

Motion: Jojo, 2nd: Yulia

John Merla: events should have a follow-up. Accolades about article featuring downtown Keyport.

Jack Straub: Look into cancellation.

### **Social Media Update**

Taste of Keyport - problems with payment.

Restaurants should have something in their window when they participate.

News 12 reporter reached out.

October promotions - anything Halloween.

### **Adjournment**