

**Keyport Bayfront Business Cooperative  
Board of Directors Meeting Minutes  
Tuesday, October 10, 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"/> Jason Faltings, Resident<br>(6:32) |
| <input checked="" type="checkbox"/> Melissa O'Connell, Vice<br>President | <input checked="" type="checkbox"/> Joseph "JoJo" Merla                |
| <input type="checkbox"/> JoAnne Colonnello, Treasurer                    | <input type="checkbox"/> Donnie Blanks                                 |
| <input checked="" type="checkbox"/> Yulia Kravchin, Secretary            | <input type="checkbox"/> Doug Weider                                   |
| <input type="checkbox"/> Chris Demarest, Councilman                      | <input checked="" type="checkbox"/> Genevieve Andrews- Kelly           |
|  | <input checked="" type="checkbox"/> Jacqueline Machado                 |
|  | <input checked="" type="checkbox"/> Susan Montanti                     |

**Approval of Minutes for September 2023**

Amendment to add Susan Montanti

- Motion - Yulia
- 2nd - Jojo
- All yes.

**Presidents Report**

- Keyport Farmers Market (updates)
  - Addressing the charge from Jennifer Perkel of Hear Here LLC:
    - She returned the Keyport Cash.
    - We have not agreed upon the rate from her previous email. Mr. Manfredi will be following up on the agreements.

Public Session for Jack Straub of NPP to speak.

- Motion to Open - Melissa, 2nd - Jojo, all yes.
- Update Mini Park project with NPP & Borough.
  - Larry Vecchio made a suggestion to have the concrete painted.

- Motion to Close - Mayor, 2nd - Jojo, all yes.

### **Treasurer's Report**

- Page 1 - I have not received a bill from Mr. Manfredi, but if he has it at the meeting, you can add it as an addendum. - \$2357.66 Approved

- |  |  |
|--|--|
| <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 type="checkbox"/> JoAnne Colonnello, Treasurer                    | <input type="checkbox"/> Doug Weider                         |
| <input checked="" type="checkbox"/> Yulia Kravchin, Secretary            | <input checked="" type="checkbox"/> Genevieve Andrews- Kelly |
| <input type="checkbox"/> Chris Demarest, Councilman                      | <input checked="" type="checkbox"/> Jacqueline Machado       |
| <input checked="" type="checkbox"/> Jason Faltings, Resident             | <input checked="" type="checkbox"/> Susan Montanti           |

- Page 5 – Budget vs. Actual 2023 - If we fully spend each budgeted line item by the end of the year, we will have a surplus of about \$28K.
- Page 8 – I have included a proposed budget for fiscal year 2024. This does not include any surplus from fiscal year 2023. (Wait until JoAnne is back to discuss.)
- Page 10 – Profit and Loss comparison 2022 to 2023
  - We have not received the assessments for the third and fourth quarter
  - To date, we have spent 8K more in events than last year.
  - We reimbursed \$6,660 in Keyport Cash this year, up from \$3,520 from 2022.
  - This was the first year we went from tracking by individual events in the P&L to tracking seasonal events. We can still track per event, it just requires an additional report.
  - We spent less on events this year to date \$54,082 than year to date last year \$62,005.01
  - Administration cost remained similar 2023 \$34,934.36 / 2022 \$35,386.58

### **Committee Reports**

- **Social Media Updates (Nicole)**
  - All Halloween and Zombie stuff is updated, promoted and boosted.
  - Contacted News 12.
- **Admin Updates (Benny)**
  - ADP Payroll Updates (Jay) - Approve \$30.47. - Motion: Mayor. 2nd: Jojo.

- |  |  |
|--|--|
| <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 type="checkbox"/> JoAnne Colonnello, Treasurer                    | <input type="checkbox"/> Doug Weider                         |
| <input checked="" type="checkbox"/> Yulia Kravchin, Secretary            | <input checked="" type="checkbox"/> Genevieve Andrews- Kelly |
| <input type="checkbox"/> Chris Demarest, Councilman                      | <input type="checkbox"/> Jacqueline Machado (abstain)        |
| <input checked="" type="checkbox"/> Jason Faltings, Resident             | <input checked="" type="checkbox"/> Susan Montanti           |

- **Events**

- Keyport Car & Blues Show - Post-Event Overview (Jay)
  - Location was well-received. 66 Total Cars. \$670 cash taken in.
- Wake the Dead/Zombie Stroll
  - Committee: Genevieve, Jackie, Melissa
    - Get a Keyport Cash newsletter list.
- Be-Witched
  - Committee: Genevieve, Yulia, Jackie, Melissa, Susan + Benny
    - John Merla: Use the KBBC decorations that are kept in the Senior Center. Updates on the Children's Spooktakular tent.
    - Dance and Yoga studios giving Witch Dance lessons.
    - Volunteers: John Merla, Mayor
- Miracle on Front Street
  - Committee: Mayor, Jojo
    - Accent tree needs location by Nov 10.
    - Need update on the ice rink.
    - Update on the large tree - need to take inventory.
- Ugly Sweater Holiday Party (Kick off for Holiday shopping)
  - Committee: Yulia, Genevieve
  - Thursday, December 7 from 4-7PM - No snow date.
  - Close Main St. to Broad St.
  - DJ at the Mini Park
  - Need Vendors for the event?
- Holiday Sip & Shop Saturdays
  - Same committee as Ugly Sweater.
- 2024 Events
  - Ideas for events for next meeting.
  - Nicole: Porchfest.
  - John Merla (in open session): Country Jamboree - with Chilifest, vendors and music.

## Visual Improvements

- Put mums in the pots. \$300 to Garden Club.
  - Motion: Jojo
  - 2nd: Melissa
    - All yes

## New Business

- Accept resignation - it was accepted at last one.
- Legal RFP
  - Motion: Jojo
  - 2nd: Jay
    - All yes.

## Old Business

- Sign in front of the bank - Mayor to follow up with Larry Vecchio, Scanning codes for street signs - Find the spots for next year, Highway Sign (done).
  - Lenora's Cafe asked for sign in front of her shop to be updated or removed - Mayor.
- Christmas Decor (updates)

## Open to Public

- Motion, Melissa
- 2nd, Yulia
  - All yes
- Jack Straub: The bank sign: the Stop and Shop has a beat up sign is KBBC's. Follow up about car show: There was a People's Choice and Kid's Choice.
- Ann Boyce: Decide whether to get an executive director or lawyer again.
- John Merla: Any updates on Christmas tree contract? (KBBC is still working on it.). Updates on Car Show - People's Choice Awards was not done.
- Donna Purcell: Country Jamboree was a drinkfest. (Amended: Jan 2024 per Dec 2023 Meeting)
- Lauren Walker: Recommends Popcorn for the People.

- Motion, Jojo
- 2nd, Jay
  - All yes

## Closed Session for Attorney Client Matters

- Motion: Mayor

- 2nd: Melissa
  - All yes.

- By-laws and election.

- Motion: Mayor
- 2nd: Jojo
  - All yes.

- Approval to extend the election 30 days.

- Motion: Jojo
- 2nd: Jay
  - All yes.

### **Adjournment**

- Motion: Jojo
- 2nd, Melissa
  - All yes.