

**Keyport Bayfront Business Cooperative
Board of Directors Meeting Minutes
Wednesday, October 9, 2024 at 7:00pm
70 West Front Street, Keyport NJ 07735**

Due to last minute Fire Department meeting in Council Chambers, KBBC meeting was held in first floor conference room.

Call to order: 7:05pm

Sunshine Law notice read by Attorney Joseph Manfredi

Roll Call Attendance:

Present:

Mayor Rose Araneo, President
Susan Montanti, Vice President
Genevieve Andrews-Kelly, Secretary (phone)
Joseph "JoJo" Merla
Yulia Kravchin (phone)
Chris Matey
Jacqueline Machado
Jetmir Kacaj (arrived 7:11)
Jason Faltings (phone)
Doug Weider
Joe Pesce

Absent:

Council Member Stephen Gross
Jacqueline Machado

Also in Attendance:

Joseph Manfredi, Attorney
Jack Straub, KBBC Administrative Coordinator

Approval of Minutes for September 10, 2024

Motion: Joseph Merla

Second: Doug Weider

Voice vote, all approved

President's Report

Nothing to report.

Treasurer's Report - Jack Straub

In the September meeting it had been stated bank reconciliation had not been received, a correction was sent out stating it was in fact sent.

Brief discussion about this being the last year of the Christmas tree rental contract.

Joe Merla asked about the window painter for the storefront windows for the holidays. Jack Straub stated there is \$12,000 allocated in the budget this year, he believes last year's expense was \$4,000.

Jack Straub asked Mr. Manfredi is there is an update on potential IRS penalties. Mr. Manfredi said he spoke with the auditor Mr. Polcari, he asked him to continue following up with the IRS.

MOTION to approve October financials including payment of bills

Motion: Sue Montanti

Second: Mayor Araneo

Roll call: all approved, Joe Pesce abstained, Mayor Araneo abstained from approving reimbursement to herself

Administrative - Jack Straub

GoFundMe deposit has not yet appeared in Valley account. Transfer was made from GoFundMe, it stated it may take a few days.

Monmouth 250 bus was requested for Bewitched it was not available. We will apply again for Miracle on Front Street.

Keyport Historical Society has again asked for Keyport Cash to distribute to Candlelight House Tour participants. This will be the first time the event has been held since Covid.

MOTION to provide 500 Keyport Cash \$10 certificates to Keyport Historical Society for Candlelight House Tour.

Motion: Susan Montanti

Second: Joe Merla

Roll call, all approved

Social Media - Nicole Gangino

Nicole updated social media plans for Halloween events.

Nicole also announced she will be leaving her position effective the end of the year.

Visual Improvements - JoJo Merla

They have not held a meeting since the last report. A discussion was held regarding various ideas for visual improvements in town, such as storefront standards. Excessive trash in business district was also discussed.

Before moving on to events, Jack Straub mentioned that Chris Shevlin, potential board member in attendance, was not yet approved by Borough Council, so he could not vote on motions at this meeting.

Events - Susan Montanti

Susan reviewed the Howl-O-Ween dog costume party & parade. Received good feedback, many visitors from out of town. Mayor Araneo mentioned again there were not enough volunteers for the event. Jack Straub mentioned he has met with Dr. Savoia about setting up a program for student volunteers from the High School, we will target having a program ready for next spring.

Susan also mentioned it was discussed in an events meeting to have an annual shareholders meeting every year at the same time, possibly in January.

Review of preparations for Zombie and Bewitched events.

New Business

KBBC Nominations for Board of Directors

Mr. Manfredi stated there are 6 seats available this year, those seats are Jetmir Kacaj, Yulia Kravchin, Jacqueline Machado, Chris Matey, Joe Pesce, and the seat Chris Shevlin will be filling.

Joseph Merla nominated all six board members whose seats are up this year.

Donna Merla, member of the public, nominated Larry Vecchio.

Public Session

MOTION to open to the public

Motion: Joseph Merla

Second: Jason Faltings

Ann Boyce, asked who is the KBBC Treasurer. Bylaws state a board member must be listed as Treasurer. Jack Straub stated he performs all the duties of the Treasurer, but can not be appointed Treasurer because he is not a board member. He stated he also performs all the duties of the Secretary as well.

MOTION to appoint Jacqueline Machado as Treasurer

Motion: Joseph Merla

Second: Rose Araneo

Roll call, all approved.

John Merla, inquired about how the businesses are notified about KBBC events. Jack Straub explained how businesses were contacted when he was Executive Director, both before and during Covid. At the present time, we continue to mostly reach out to businesses on a one-to-one basis for participation in upcoming events. All events are posted on the KBBC website, and most businesses are also on the Mailchimp email list.

Question was asked about the KBBC sign for the base of the MiniPark. Mayor Araneo stated the Borough Administrator is still working with Green Acres for approval.

Rob Bergen stated he believed properties on the south side of American Legion Drive were no longer on the ROSI list and controlled by Green Acres.

Rob Bergen also asked if KBBC complies with NJ Public Contracts law because it is obligated to, or because it is stated in the KBBC bylaws. Mr. Manfredi stated the Borough amended the KBBC Ordinance approximately 18 months to 2 years ago to provide that KBBC must comply by NJ Public Contracts law. Jack Straub stated it was the opinion of the previous mayor it needed to be done, that is why it was changed.

Carlo Pena spoke about the revitalization of the Arts Society of Keyport, he would like the ASK to be more involved in borough events.

Donna Purcell asked about the Broad Street parking lot, and if KBBC was ever reimbursed for their expenditure. Jack Straub reviewed what had happened in 2022, that KBBC paid for the paving but the Borough did not follow through on their commitment to stripe and seal the lot.

MOTION to adjourn meeting

Motion: Joseph Merla

Second: Susan Montanti

Voice vote, all approved.