

**Keyport Bayfront Business Cooperative
Board of Directors Meeting Minutes
Wednesday, August 12, 2026**

Call to order:

Sunshine Law notice read by Attorney Joseph Manfredi

Roll Call Attendance:

Present:

Joseph Merla, Vice President (JM)
Mayor Rose Araneo (MRA)
Chris Matey (CM)
Joe Pesce (JP)
Donna Purcell (DPU)
Brittany Boardwick (BB)
Amanda Megna-Murray (AM)
Danielle Piccini (DPI)

Absent:

Jetmir Kacaj, President (JK)
Councilmember Vinny Kyne (CVK)

Also in attendance:

Jack Straub, KBBC Administrator (JS)
Joseph Manfredi, KBBC Attorney (AJM)

Pledge of Allegiance

Approval of Minutes July 2026

- minutes could not be approved due to lack of quorum of members who attended that meeting.

President's Report

Vice President JM spoke since President JK was absent. He welcomed the three new KBBC board members.

Treasurer's Report

JS reviewed financials for July, including payment of bills.

MOTION to approve financials including payment of bills, amended to include \$115 for Fast Copy printing. Motion by JM, second DPU, roll call all approved.

Administrative Updates

JS reported tomorrow's Farmers Market will be the last in Fireman's Park, will be moving next week due to construction. New location will be on American Legion Drive at the former site of the steamboat Dock Museum.

Keyport Cash approvals:

- SummerFest/car show August 15, 200 certificates MOTION by MRA, second CM, roll call all approved.
- Keyport 5K race by Recreation September 26, up to 300 certificates, good for day of race only. MOTION by DPU, second JP, roll call all approved.
- Snapper Contest September 12, up to 150 certificates, good for that day only. MOTION by MRA, second CM, roll call all approved.

JS presented event artwork for the three KBBC signs for September; although all three events are not KBBC events, we frequently promote events of other Keyport organizations. Board agreed to promote the Harbor and Recreation events for the September signs. In October, all three events on the signs will be sponsored by KBBC.

Social Media Updates

Michael Carelli will be attending the September meeting along with his father Paul Carelli. Both are partners in Cindaco Consulting, the firm which last month was awarded the contract for social media services for KBBC. They will be giving a presentation on their expanded scope of social media services.

COMMITTEE REPORTS

Discussion primarily for the benefit of new board members regarding KBBC committees, asked which committees they might want to serve on.

Events - Donna, Amanda, Brittany, Danielle, Rose

Visual Improvements - Joe Merla, Chris, Joe Pesce

Marketing - Amanda, Brittany

Bylaws - Joe Merla, Vinny, Donna

Voice vote approving new committee assignments, all approved.

JS stated the importance of making one bylaws change immediately, to remove the restrictions to voting which existed in the last election. Specifically, the requirements that commercial property owners had to submit proof that they were up to date on borough taxes, and business owners had to submit proof of a Certificate of Occupancy. That KBBC resolution needs to be submitted to Borough Council in order to be approved before the next KBBC election. AJM stated a redline copy of changes will go out to board members, we should have a special meeting to approve the changes and submit to Borough Council for approval at the September 1 meeting.

AJM confirmed with board 12noon Zoom special Meeting on August 21.

Events - JS reported we have October 10 listed on our calendar as Oktoberfest, we should probably change the name since a beer garden had never been planned as part of this event. It is also just two weeks before two of our biggest events on back to back days, Bewitched and Duck Duck Jeep. We may want to cancel the event or just have a band in the MiniPark.

DPU presented plans for Bewitched, including a handout for the board. She is the coordinating events committee member, her helpers are Genevieve Kelly, Melissa O'Connell and Yulia Kravchin.

MOTION to open to public by JM, second MRA.

Suzanne Perry, VP Arts Society of Keyport. Would like to coordinate with KBBC to identify who will be doing what at Bewitched.

MOTION to approve up to \$12,000 for Bewitched (increase of \$5,000).
Motion by DPU, second CM, roll call all approved.

Visual Improvements - JM reported nothing at this time, we will be moving forward with wayfinding in the future.

Marketing - JS will work with Brittany and Amanda.

Bylaws - Discussed earlier in this meeting.

NEW BUSINESS

MRA mentioned the kiosk at the boat ramp, we need a new one and should look into. Water leaks inside, we should get some pricing. St. Patrick's Parade, Hank Young would like to present to KBBC, he has proposed March 20, 2027 as the date for next year's parade.

MRA would like to address the quorum issue, it has been brought up at Borough Council meetings. AJM stated laws governing council are different from those governing KBBC, we are a nonprofit corporation. Vacancies on a board do not count in establishing a quorum.

DPU would like to address the enforcement of parking regulations on West Front Street, she feels it is not the best timing considering the closing of the Fireman's Park lot. JM will address with Chief of Police. JM stated Council is trying to get approval for parking to be allowed on the west side of Beers Street.

PUBLIC SESSION

MOTION to open to public by MRA, second CM, voice vote all approved.

Suzanne Perry, VP of Arts Society of Keyport. At the community area near the boat ramp (near the mosaic benches), ASK is looking for some flower pots if available. They were not able to plant seagrass because of the hard surface, they would like to put it in pots. MRA stated ASK would have to amend their request to Borough Council.

Judy Scibetti - First Aid Cadets had their first meeting, they may be interested in volunteering. CERT Team may also be a resource.

John Merla, 34 Broad Street. Asked about the Chili Cook Off, MRA stated we are trying to decide if that date is too close to the two events on October 24 and 25. He also congratulated Donna Purcell on the work already done by the events committee for Bewitched. He also mentioned the appointment of a potential KBBC board member was delayed because a council member wanted to meet with him, to his knowledge that council member has still not met with the potential candidate.

Lorraine DeVizia, Gerber Salon - She has volunteered to again become a member of KBBC, she is a past member, Vice President and President. Her appointment is awaiting Council approval.

MOTION to close public session by CM, second, voice vote all approved.

MOTION to adjourn by DPU, second MRA, voice vote all approved.