

Brant Beach Taxpayers Association (BBTA)

Board Meeting

November 16, 2023

Meeting Held at - Town Hall Meeting Room

Called to Order - 1:30 pm

Attending: Pete Potochney, Ben Tonti, Russ Johnson, Steve Havelka, Anne Johnson, Georgia Glasser, Mike Fahner, John Fiore, Janis Metz and Donn O'Brian.

- **Secretary Report- Russ**
 - Minutes from the October 12, 2023 meeting - motion to accept by Mike, second by John and unanimous approval.
 - The board decided to discontinue posting the Monthly Board Minutes and Commissioner Reports on the website. David will arrange to have the existing reports removed. Russ confirmed that he retains the copies (paper and file) of the Board Minutes.
 - John submitted the original copy of the BBHO Certificate of Incorporation, including a cover letter our attorney Bill Strasser. Going forward, these documents will be retained by the Secretary in the BBTA files.
- **President's Report - Pete**
 - The focus of today's meeting will be on proposed changes to the Bylaws.
 - The 6 taxpayer/property owner associations of LBT will be meeting with the Mayor as a group and individually to discuss the 2024 LBT budget. Pete asked each member of the BBTA board for two examples of: questions/concerns/recommendation's that he might include in his/these meetings.
 - Mike arranged a room at the Arlington for the Holiday Party - 5pm to 7pm on December 21. It will be \$40 per person. He asked everyone to pay at the December meeting.
- **Beautification**
 - Welcome signs.
 - We have an estimate from Reynolds for \$3,678 to re-do the landscaping at both welcome signs, but they cannot guarantee plantings without a water system. Anne suggested river rocks at the 31st sign. The board did not make a final decision on landscaping at the signs.
 - Mike mentioned the electrical box, light and electric cord were disconnected and piled up by the fence.
 - John had an estimate to wire the electric, but we would have to dig the trench. Pete suggested solar lighting works very well, two solar lights for each sign, about \$50 @. He will proceed to purchase and install 4 solar lights.
 - Anne and Steve will decorate the welcome signs for Christmas.
- **Treasurer's Report - David**
 - Bank Balance (Prior month) - Beginning \$11,985.71, Ending \$12,270.41.
 - Expenses Totaled \$227.02; Website support \$82.50, Neon Software \$119.00 and Misc Expenses \$25.52.
 - Dues/Donations Totaled \$511.72; Membership \$511.72.
 - Note: contributions more than the \$25 annual dues charge are classified as Donations.

- David noted that expenses and revenue slightly higher than last year.
- 1st VP's Report
 - **Projects Review**
 - Web development - Steve/Mike/David/Janis
 - Good progress and will be close to finalizing by month-end.
 - The board unanimously approved posting the bulletin and commissioners reports on the website without restricting to Members.
 - **New projects**
 - Get feedback on why people do not join or held off joining in prior years.
 - Formalize a planning calendar, leverage with Mike, Georgia and Anne started.
 - Volunteers Mike/Carol/Anne
 - Mike handed out copies the activities calendar. He requested we review it and let him know of additional items to include.
 - **Membership Ben/David**
 - Monthly Report - We have 341 active members and 4 Business Sponsors.
 - The report includes a 2022 baseline membership of 442. After further discussion the membership was probably closer to 390 and that will be used for developing the 2024 budget.
 - John noted that our membership enrolment at about 25% is in-line with the other the JCTA organizations.
 - Membership Drive
 - Existing Active Members - plan to send out annual renewal request, via email, in January. Pete will draft the letter and will include that the membership donation is tax deductible.
 - None member Taxpayers - there are about 800. After lengthy discussion:
 - We will hand address the envelopes. Mike will take the lead to draft the letter.
 - Ben will provide Georgia the list to review/update. This will be finished by month-end.
 - Mike will head of effort to the draft letter.
 - Georgia suggested we might be able to utilize the Township's bulk mailing.
 - Business Sponsors - Steve/Georgia
 - Plans to reach out to the Brant Beach businesses:
 - Seasonal Businesses - as they open starting in March/April.
 - Year-round Businesses - starting in February
 - Sponsorship will be annual - January thru December.
 - The website will be modified to automatically display the sponsors on a rotating basis.
 - We will request an email address so the sponsors can receive the bulletins and other correspondence.
 - **Bylaws - David**
 - David provided copies of the Bylaws V13 with proposed changes to Articles IV and V. Following are the revisions and approvals.
 - Article IV Board of Directors.
 - Qualifications of Directors:
 - Delete "any partisan" and "(elected)" from bullet 3.

- Replace bullet 4 with “Able to attend a majority of Board Meetings (7)”.
 - Nomination for Directors - approved as submitted.
 - Elections and Terms of Directors - approved as submitted.
 - Director Responsibilities - add “(7)” to the end of bullet 1.
 - Vacancies - approved as submitted.
- Article V Officers
 - Board Officers
 - Bullet 4 replace “serve a maximum of 2 years” with “serve a 2-year term”.
 - Officer Nominations - approved as submitted.
- Article IV - Discussed using the term Trustee vs Director. Summary of general discussion:
 - David and John noted that most other TA’s use the term Trustee.
 - Pete noted that by convention Non-Profits use “Trustee”.
 - Georgia made a motion to approve changing the bylaws to replace “Director” with “Trustee”, second by Pete and unanimously approval.
- David noted that he and John have discussed possible additional changes, including changing from a Fiscal Year to Calendar Year. These changes would be circulated to the board members in advance.
- **Open Items for Follow-up**
 - History Panels - a lot of work has been done. Need to goal to finalize the content for the panels.
 - The Board needs to focus on bandwidth as we consider new projects. (October 16, 2023).
 - At the November meeting the Board will discuss if we need more or less than 13 active members and if Board Members need to be full time residents. (October 16, 2023).
 - Pursue enlisting local high school students for volunteer projects. (July 20, 2023).
 - Update - Mike had 2 students and BBTA wrote letters to send back to the respective high schools. They kept a log of clean up. (October 12, 2023)
 - Anne offered to mention this opportunity at the high school in the spring. (October 12, 2023)
 - Pete plans to meet with Ann (JCTA) and Commissioner Alexander Meehan to observe the flooding situation at 56th Street and discuss remediation plans.
 - Outdoor chess concrete boards and a series of placards as used in State and National Parks. John has researched vendors for both projects. (September 28, 2023)
 - 31st Sign - John suggested getting a quote to run the wire under the concrete slab to the spot light fixture. (August 17, 2023). Georgia will follow-up with Dave's Electric (September 28, 2023).
 - Web design - Do we add a new tab for Summer Events, have our website become a destination for our member and visitors? (October 12, 2023)
 - Memorial Park - The township wants to work with us, need to identify possible sites (September 28, 2023).
 - Bylaws
 - Board seats - discussed at the October 12, 2023 meeting need to decide:
 - Do we expand to more than 13 members?
 - Do Board Members need to be full time residents?
 - David will look at some of the other TA bylaws and advised that we should consider establishing a nominating committee.
 - Pending discussion regarding Calendar vs Fiscal year.
 - New Membership Drive - need to decide timing and frequency of mailings.

- Pete requested counts of how many of the 93 volunteers signed up for specific projects; Adopt a Beach, Neighborhood Watch or Beautification (October 12, 2023).
- Volunteer Oversight - Mike, Anne and Carol to provide an update at the November meeting. (October 12, 2023)
- Annual membership drive.
 - Mike and Pete to draft letters for new members and existing (renewals).
- We have an estimate from Reynolds for \$3,678 to re-do the landscaping at both welcome signs. Suggest river rocks at 31st. They cannot guarantee plantings without water system. The board did not make a final decision on landscaping at the signs. (November 16, 2023)
- New projects (October 12, 2023)
 - Get feedback on why people do not join or held off joining in prior years.
 - Formalize a planning calendar, leverage with Mike, Georgia and Anne started
- **Next Meeting Dates**
 - Monthly Board Meetings - December 21st in the Town Hall meeting room, 1:30 pm.
 - Board Member Holiday Party will be at the Arlington, 5pm to 7pm on the 21st. It is self-pay, \$40 per person. Mike asked each member to bring cash to the board meeting.
- **Meeting Close** - 4:10 pm, motion by Russ, second by Mike and unanimous approval.

Standing committees

1. Strategic Planning
2. Membership
3. Marketing/Communication
4. Community Watch
5. LBT Government Liaison
6. Beautification
7. LBI Consolidated School Board
8. Social Media
9. JCTA Liaison
10. Ad Hoc/Public Information
11. IT Support
12. Volunteer Coordination

Member	Title	Committees
Pete Potochney	President	9
OPEN	1 st VP - Committees	1, 3
Ben Tonti	2 nd VP - Membership	2
Russ Johnson	Secretary	1
David Herron	Treasurer	1, 2
Mike Fahner	Member at Large	12
John Fiore	Member at Large	3, 9
Carol Formica	Member at Large	4, 8
Georgia Glasser	Member at Large	1
Steve Havelka	Member at Large	10
Anne Johnson	Member at Large	6, 7
Janis Metz	Member at Large	3, 10
Donn O'Brien	Member at Large	5, 10