

HIGHLANDS BUSINESS PARTNERSHIP, INC.
District Management Corporation, Highlands Business Improvement District (BID)
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Regular Meeting of the Board of Directors
Monday, September 16, 2019
Robert C. Wilson Memorial Community Center, 22 Snug Harbor Avenue
Executive Session (closed to the public) 7:00 PM - Regular Meeting Agenda (open to the public) 7:30 PM

Public Session: Call to Order: _____ Attendance Roll Call:

- I. **A motion** to approve the June 11, 2019 Meeting Minutes (emailed to BOD on 9/12/19)
A motion to approve the August 27, 2019 Special Meeting Minutes (emailed to BOD on 9/12/19)
A motion to accept Craig Bahrs Resignation (emailed to the board on 9/13/19)
A motion to approve Gloria Miller to fulfill Craig Bahrs term ending 2020.

- II. **Treasurer's Report** – Rafaella Lee
Valley National Bank Checking Account (P&L distributed to Board members)
A motion to approve the Treasurer's Report

- III. **COMMITTEE REPORTS:**
Executive Committee
HBP Current Roster – requested from CFO & Tax Assessor
Funding/Donations/Sponsorship
Form a sub-committee and set meeting for late September.

- IV. **Marketing & Communications**
Online newsletter / mailer

- V. **Events**
 - Twin Lights Bike Ride – \$75 cost to HBP – cake for volunteer dinner
 - Oktoberfest – Oktoberfest 5th
 - Zombie Parade –October 19th - \$350 budget for BID BUCK prizes, Social Media Ads and DJ. We cancelled billboard, pub crawl and shuttle.
 - Howl-O-Ween Dog Costume Contest – October 19th - \$200 budget for BID BUCK prizes and Social Media Ads ShoreSide Veterinary Care is sponsoring refreshments and hosting in conjunction with other pet shops.
 - Tree Lighting – Approx. \$2000 annual cost to HBP; \$1275 to get our tree from storage and placed, \$500 horse and buggy ride, \$300 Santa Claus, \$100 - \$150 Volunteer appreciation;
 - Holiday Lights Contest - \$300 for BID BUCK Prizes.

- VI. **Economic/Community Development**

- VII. **Visual Improvement**
 - Fall Decorations
 - Holiday Decorations
 - Holiday Decorations \$350 - \$500 – Cost (Bows & Greens) installation by In the Garden as part of their Barter
 - HBP's Holiday decorations on lamp posts are installed at No Charge by In the Garden as part of their Barter.

- VIII. **Old Business**

- X. **Adjourn** - Next Meeting November 25, 2019