

**Highlands Business Partnership
 District Management Corporation
 Highlands Business Improvement District
 PO Box 375, 140 Bay Ave, Highlands, NJ 07732
 732-291-4713 F/732-872-1031 www.highlandsnj.com
 Annual Meeting – March 19, 2018**

HBP President Carla Cefalo-Braswell called the March 19, 2018 Annual Meeting and election of the Board of Directors to order at 7:30PM. The meeting was held at Robert C. Wilson Memorial Community Center, 22 Snug Harbor Ave., Highlands, NJ. There was a quorum with the following in attendance.

Meeting Attendance: P = Present	A = Absent
Carla Cefalo-Braswell - P	Jeanne DeYoung - A
Jay Cosgrove – A	Staci Gilchrist - P
Rafaella Lee - P	Doug Lentz - P
Kim Slate - A	Garrett Newcomb - P
Jack Bevins- A	Carolyn Broullon (Council Liaison) - P
Nancy Burton - P	Andrew Stockton – Planning Liaison - A
Leo Cervantes - A	
Craig Bahrs - P	

Also, in attendance was, Nikki Berzinskis, Valley National Bank, Donica Basinger, Feed & Seed, Ken Braswell, ShoreGrafx, Luke Bolleraman, Sandy Hook Bay Marina and Susan Kinsella, resident.

Minutes:

A motion was made by Staci Gilchrist to accept the minutes of the January 22, 2018 meeting, second by Councilwoman Broullon. Nancy Burton abstained. All were in favor and the motion carried.

Treasurer’s Report

The HBP Treasurer Report was read into the record. The HBP checking account at Valley National Bank has a balance of \$9,339.04; less outstanding checks \$1,951.96, with a balance of \$1,951.96.

The Hope for Highlands Treasurer’s report was read into the record with a balance of \$859.41, less outstanding checks, \$500.00, with a balance of \$359.41. Nancy Burton made a motion to accept the Treasurer’s reports. Second by, Councilwoman Broullon, all were in favor, none opposed, and the motion carried.

Election:

HBP Treasurer, Rafaella Lee and HBP Admin, Diane McIlwaine checked the registered HBP members into the election book and ballots were distributed. The election was uncontested.

There were two vacant seats for CPO - Commercial Property Owners:

Jay Cosgrove – Bahrs Restaurant (CPO/BO) (5).

Nikki Berzinskis – Valley National Bank (CPO/BO) Block 114, Lot 1.01

There was one vacant seats for Business Operators:

Doug Lentz - Business Operator (BO, also CPO) – Inlet Cafe, 3 Cornwall St.

There was one annual vacant seat for a resident with a valid petition submitted by Susan Kinsella, 45 Rt. 36.

All ballots were submitted and the election was uncontested thus the petitions submitted filled all 4 seats.

Carla congratulated the newly elected board members.

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Committee Reports:

Nancy Burton announced the next Networking Breakfast would take place on May 3rd, at Bahrs at 9am. It's a great opportunity to meet fellow business owners and there are presentations, coffee and a light breakfast. Ellen McHenry from the UCEDC will be making a presentation on small business loans. Nikki Berzinskis, Valley National Bank, will also make a presentation.

Carla reported that HBP received a grant of \$19,750 from the NJ Department of Travel & Tourism and that we have an interim report due for that grant on April 16th. The grant has been partially used for Google Ad Words. In addition, HBP has applied for a \$10,000 grant through Google Ad Words.

The St. Patrick's Day parade scheduled for March 24th is less than a week away, and there was discussion of the weather reports, and clearing of snow that was due to fall on Wednesday, 21st, and the mulching of the parks would possibly have to wait until Friday the day before the parade. Carla also mentioned that there were less floats and pipe bands with only 7 pipe bands scheduled to participate. In The Garden will be planting the street containers prior to the parade.

Carla reported that Donica Basinger has stepped up to Chair the visual improvement committee. Frank Rahm has agreed to do the Miller Hill project and that we may be able to get additional funding. Nikki had mentioned that Valley National Bank might be interested in funding a visual improvement project along with the Bollerman Company. Donica would like to set up a meeting with Frank Rahm to discuss the details and will contact the HBP office with a preferred date. Donica will also be looking into generic patriotic street banners to be installed on the decorative light posts to have for Memorial Day weekend.

A motion was made to adjourn at 8:00PM by Craig Bahrs and second by Doug Lentz. All were in favor and the meeting adjourned at 8:00PM.

Submitted by Diane McIlwaine