

**Highlands Business Partnership
Regular Meeting of the Board of Director's
November 18, 2004
Henry Hudson Regional High School**

Executive Session

Carla Cefalo-Braswell (CCB), HBP President, called the 2004 Annual meeting to order at 7:15 p.m. There was a meeting quorum for action.

Executive Session was closed by a motion by Eddy Sousa, second by Joan Wicklund with all in favor the session was closed at 8:10 p.m.

Public Session

Carla Cefalo-Braswell called the public session of the HBP Board of Directors to order at 8:15 p.m.

Meeting attendance: P = present A = absent

L. Bodnar-Nolan	P	L. Kochanik	A	R. O'Neil	A	E. Sousa	P
C. Cefalo-Braswell	P	J. Koenig	P	A. Parmelee	A	J. Urbanski	A
J. Cosgrove	P	M. Kovic	A	F. Rosiak	P	F. Rosiak	P
B. Weber	P	K. Lustig	A	AJ Solomon	P	J. Wicklund	P
S. Biem	P						

50% plus one = quorum (9/17)

Eleven were in attendance for quorum

Additional Committee Members in attendance were: Sylvia Allen, VIC Chairs Marcia Shaya and Nancy Thomas.

HBP BOD Minutes of the March 18, 2004 Meeting

Minutes were reviewed and a motion by John Koenig and second by AJ Solomon to accept the minutes into corporate record. With all in favor the minutes shall be included in corporate records and added to our Website for public access. Loriann Bodnar-Nolan abstained.

Treasurer's Report

The Treasurer's Report as of November 18, 2004 was read. A motion was made by Loriann Bodnar-Nolan to accept the Treasurer's Report and second by Joan Wicklund. With all in favor the Treasurer's Report shall be included in corporate records. The P&L statement given to Board was from November 2003 instead of 2004. A current P&L Statement will be sent via email & /or Hand Delivery to Board of Director's.

Committee Reports

Executive Committee – Resignation from John Nasti was accepted and Jim Bollerman of Sandy Hook Bay Marina was elected as a replacement. BOD Insurance pricing and information will be looked into in the near future for discussion and/or purchase. The HBP Board discussed placing an ad for a new administrator for operating year 2005. Position and salary was discussed and an agreement to place an ad with the Non-Profit times was decided. The HBP Mission Statement was briefly discussed. A Goals and Objectives Report Summary was prepared by Administrator for review

and discussion in order for the organization to move ahead with plans for operating year 2005. Each committee chair will present their committee's pertaining section.

Visual Improvement Committee

Marcia Shaya and Nancy Thomas, Committee Co- Chairs

Design Maintenance Beautification Capital Improvements

Marcia Shaya and Nancy Thomas presented updates on the VIC projects and plans for Holiday. A presentation was made for 2005 projects with an operating budget. Carla gave a brief overview of electric upgrade Phase 1 & 2 at Veterans Park.

Economic Development – Fred Rosiak

Fred Rosiak gave an overview of Committee's progress in 2004. The ED committee presented a plan for 2005 with an operating budget to create a new water taxi/shuttle service for Summer 05.

Special Events – Carla Cefalo-Braswell

Carla Cefalo-Braswell gave an overview of the event calendar from 2004. A 2005 Calendar was presented including a new concert series in July at Veterans Park. The Oktoberfest was changed to September, the Car show was removed from Calendar and a 05 preliminary budget was discussed to plan events.

Marketing & Communications Committee - Eddy Sousa

Eddy Sousa presented the draft script of the committee's new video from 2004. The current draft version of the script will be forwarded to the BOD on November 19, 2004 and the new one with changes when received by Production Company. A plan for 2005 marketing initiatives and a proposed budget was presented. Sylvia gave a year-end summary of impression reports.

A Motion was made by Eddy Sousa to accept the Goals & Objective Report Summary and second by Fred Rosiak. A motion was made by Fred Rosiak to accept Committee Budgets and second by Eddy Sousa.

The meeting was adjourned at 11:30 p.m. by a motion from Eddy Sousa, second by AJ Solomon with all in favor the meeting was adjourned.

**Next meeting of the HBP Board of Directors is:
January 27, 2005. A location will be announced.**

Submitted by: Carla Cefalo-Braswell – HBP