

**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**

**HBP Board Annual Meeting & Election
March 23, 2006 7:30PM
Henry Hudson Regional High School Music Room**

HBP noticed all members with a March 14, 2006 direct mailing providing registration, election and annual meeting information, 2005 Goals, Objectives & Accomplishments Summary Report and 2006 Objectives and HBP 2006 Budget.

Absentee ballots were available from HBP Office and filed by fax 732-872-1031 no later than March 22, 2006 4pm

Registered Election Check-in 7pm

Ballots were cast with the majority votes for the following:

Two Vacant Seats representing Commercial Property Owners:

John Koenig (CPO Clam Hut property & Marina on the Bay Block 84 Lot 2.01)

Kathryn James (CPO 165 Bay Avenue)

Two Vacant Seats representing Business Operators:

Jay Cosgrove (Bahrs Restaurant & Marina)

Dan Shields (Windansea Restaurant & the Sugar Shack)

One Vacant Seat representing a Resident:

Marcia Shaya Portland Road

A total of 32 ballots were cast. These new commercial property and business operator board members will start a three-year term starting 2006-2009. Marcia Shaya will start a one year term 2006, as a resident member. Special thanks to Rebecca Kane for her participation in the HBP election and activities. Scott Beim has resigned from the HBP Board effective February 2006. The Board extends their thanks and appreciation to Scott for his work on the HBP Board for Highlands.

Annual Meeting called to order 7:35pm by Carla Cefalo-Braswell, President. A review of the HBP past year accomplishments was reviewed with members in attendance.

2006 Annual Meeting Attendance: P = Present A = Absent

L. Bodnar-Nolan	P	J. Cosgrove	P	R. O'Neil	A	E. Sousa	A
J. Bollerman	P	J. Koenig	A	F. Rosiak	P	N. Thomas	P
C. Cefalo-Braswell	P	M. Kovic	P	D. Shields	P	J. Urbanski	A
		K. Lustig	P	AJ Solomon	P	W. Weber	P
						J.Wicklund/	P
						K. James	

Also present were Marsha Shaya, Carol Bucco, Sherry Ruby, and Gloria Miller.

HBP BOD Minutes of the January 2006

The minutes from the January 26, 2006 HBP Regular Board Meeting were presented to the board. After review a motion was offered by J. Bollerman, second by K. Lustig to approve the January 26 BOD minutes as submitted; and add these minutes to the HBP corporate records and added to our website for public access.

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Treasurer's Report

W. Weber presented the P&L Statement for March 23, 2006. Balances effective 1/25/06 in Valley National Bank total \$29,272.04, with \$7,008.42 in outstanding checks. The current balance in Valley National Bank is \$22,263.62. The last quarterly statement from Fidelity Prime (no annual fees) is 12/31/05 which totals \$18,725.20 and Fidelity Short Fixed Income totaling \$3,807.71. The report was submitted by William Weber, Treasurer. A motion was offered by Mike Kovic, second to the motion was made by AJ Solomon to accept the Treasurer's report and include in our minutes for public access. All were in favor and the minutes for January 26, 2006 were approved.

HBP Committee Reports

Executive Committee – Carla Cefalo-Braswell

The HBP Officers and Committee Chairs have worked to plan the HBP Committee Objectives for 2006 along with the review and analysis of the HBP Committee Accomplishments of 2005. These have been provided to each member of HBP and the report has been posted on the web.

Marketing/Events Committee – Co-Chairs Eddy Sousa, Sandy Hook Bed & Breakfast and Carla Cefalo-Braswell, ShoreGrafx

During 2005 work was completed to enhance the layout of events using scalable maps. New business outreach was undertaken by the Business Advocate to provide info and training on how to use HBP tools. Four direct sponsors were added to existing HBP sponsors, and new barter agreements were created to complete HBP projects. New media relationships for promoting Highlands public relations and HBP objectives were developed, which included new business spotlights. Enhanced HBP marketing themes are being used in the Visitors' Guide and local advertising media. New web images have been developed and added to the site.

Visual Improvement – Nancy Thomas

During 2005 continued work to maintain and beautify entrances to the central business district and bridge embankment areas working with Borough Clean Communities Program and continue partnership with code enforcement officer to promote community safety and maintenance standards. All streetscape planter and public area parks are planted with the partnership of the Highlands Garden Club.

Economic Development – Fred Rosiak, Captains Cove Marina

During 2005 planning and implementation of the water taxi/shuttle was undertaken, with anticipation that the water taxi will start up for the 2006 season. Work in partnership with the Borough to implement new land use regulations that will attract new mixed-use investment in Highlands, as outlined in the Borough Master Plan.

Details of each HBP Committee projects, activities and accomplishments are available from www.highlandsnj.com.

There was no additional business for the regular meeting, and a motion was offered by Fred Rosiak, second by Bill Weber to adjourn the annual meeting at 8PM. With all in favor the annual meeting was adjourned.

Submitted 8/16/06

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HBP Executive Closed Session – meeting closed to the public

Meeting called to order at 8:01pm by Carla Cefalo-Braswell.

2006 HBP Officers

Election of the slate of officers for 2006 was offered by Fred Rosiak, second by Jim Bollerman.

President	Carla Cefalo-Braswell
VP	John Koenig
Treasurer	William Weber
Secretary	Eddie Sousa

With a roll call vote of all members in attendance the 2006 HBP Officers were elected by a majority vote of the Board of Directors for a one-year term.

HBP Board terms were discussed. Scott Beim submitted his resignation to the Board in February and the Board regrets the loss of Scott, as his work schedule does not allow him time to dedicate to HBP activities at this time. AJ Solomon has replaced Scott's unexpired term on the HBP Board.

Certified Audit

A meeting is scheduled for Tuesday to meet with Churchin Group regarding the completion of the 2006 certified audit, required by statute. HBP financial records will be organized by Treasurer, William Weber for review by the auditors. Upon completion the certified audit will be provided to the HBP Board and the Borough Officials and CFO.

Budget Adoption Hearing is scheduled for April 5, 2006 – All HBP board and members must attend.

There being no further business, a motion was offered by Fred Rosiak to adjourn the meeting, and the motion was second by AJ Solomon. With all in favor the motion was approved and the meeting adjourned at 8:30 pm

Submitted 8/16/06