

BAYBERRY COMMUNITY ASSOCIATION

MINUTES - BOARD OF DIRECTORS MEETING

Oct 7, 2018 7pm United Church Of Christ

PLEASE WAIT TO BE RECOGNIZED BEFORE SPEAKING, THANK YOU FOR BEING COURTEOUS

- Present: Debbie Countryman, Stacey Schloop, Kristine Davoli, Chris Cox, Rachel Thomases, Michael Salamone, Sandy Fleming, Louise Benfey, Gerry Foil, Mike & Sheree Banks, Gail Clarke, Kevin Hallock, Judy McVity, George Ball
- Take our volunteer survey on your phone! www.tinyurl.com/volunteerbayberry or fill out a form
- CALL TO ORDER—WELCOME TO ALL RESIDENTS
- APPROVAL OF MINUTES FROM LAST MEETING Motion - Mike Banks 2nd - Chris Cox - Passed
- Confirm Mike Salamone as BCA Board Member Motion - Kristine Davoli, 2nd - Kevin Hallock - Passed
- ANNOUNCEMENTS
 - BCA Historian needs help sorting history so can be taken to Town of Clay
 - Volunteers - Gail Clark, Judy McVity
 - We still need a secretary
 - Areas that need reps: (if you can't do it, do you know someone you could ask? Person-to-person recruitment works best!)
 - Area H2 - Kumquat
 - Area G - Mango, Limetree
 - Area N - Bel Harbor, Anchor, Harbor Circle
 - Area M - Riverglen, Riverine
- 1ST VP REPORT
- 2ND VP REPORT - Dues collection up to about \$4,400 - 57%
- TREASURER'S REPORT (monthly report attached) Motion - Mike Banks, 2nd - Judy McVity - Passed

In order to ensure we are still getting the best pricing and to try to bring our business to Liverpool, our printing needs for current newsletter format, tri-fold and lawn-signs were sent out to local printers. Here at the results we have so far. By all accounts, Speedway seems to be by far the cheapest. Kyle still plans to inquire with Quartier.

 - Prices for Speedway (current printer), Minuteman Press, and Voss
 - Newsletter current: \$235 (1585 copies), \$308 (1600) w/ insert: \$378, \$576
 - Tri-fold: \$354, \$564
 - Sorting fee: \$47, \$103
 - Lawn-signs: \$15, Minuteman - just said their cost much higher, Voss - \$18 (minimum of 10)
 - Stand for Lawn-signs: \$1
- TOWN AFFAIRS - No significant developments this month.
- SCHOOL AFFAIRS (attached)
- MEDIA COORDINATOR'S REPORT
- WELCOME COORDINATOR'S REPORT - 11 Welcome Packets were delivered in September. Residents are asked to notify Welcome Coordinator of new move-ins using email bayberrywelcome@gmail.com
- INFRASTRUCTURE COORDINATOR'S REPORT
 - There have been break-ins into cars in Fairway East
 - A new sign has been placed prohibiting **motor vehicles in Green Areas**, there are other signs as well that have been there for a long time.

- o Gail has asked the Town about repaving our **paths to and through Green Areas** and the response was that roads come first but will get to it if they can. Paths include Lowell/Kingman to Nectarine (washed out), Glenburn/Indian Orchard to Ilex/Huckleberry & Gooseberry, Cardinal/Dove to Blackberry, Oriole/Quail to Blackberry. Tim will draft a formal letter from the BCA to request that this be made a priority.
- o There was a motion to pursue a **stop sign on the corner of Blackberry and Cherry Tree** to slow down traffic coming through Bayberry. Motion was made by George Banks and seconded by Mike Salamone. George Ball, Mike Banks and Gail Clarke will follow up on this.
- STATUS OF UPCOMING EVENTS
 - o 10/14 7pm BCA Candidate Night at UCC - Mike Banks - PLEASE COME SUPPORT
 - Most candidates have replied and are coming. A few we are still waiting on.
 - additional media blast
 - o 10/27 1-2pm Halloween Party at the Plaza - Debbie Countryman, Kristine Davoli, Tim Scott
 - Pumpkin decorating contest - Cristina Kareem, Sandy Fleming, Tim Scott
 - Tri-R is arranging for a Ghostbuster car (John Hunt)
 - Irongate donated gummies
 - Wegman's donated a \$50 gift card.
 - o 10/31 6-8pm Halloween Decorating Contest - Tim Scott
 - Judges so far - Tim, Rachel, Rich Clinch
 - Only one entry so far. Had 8 (?) last year.
 - o 11/22 9am Wobble B4U Gobble
 - Tim has reached out to insurance to make sure we are covered.
 - o 12/1 Sat, 6-8pm Tree Lighting - Tami Scott - NEED VOLUNTEERS
 - Had first meeting
 - **Next organizational meeting is 10/21 1:30pm Wegman's cafe**
 - Mike Banks will emcee
 - Christ the King - choir, live nativity, Father Zach will introduce Choir
 - Pastor Mark from UCC will likely do ecumenical tree blessing
 - Band will be Mojo Train
 - Firetruck, Santa
 - Food - Antonio's, Bagelicious - hot chocolate, cider(?), coffee.
 - Ben for donuts - looking for set fee to prepay donuts
 - Candy guessing game, 50/50 raffle - for scholarship, Gift basket
 - We want to do a horse and wagon and are looking for a single organization to sponsor - will pitch to Bayberry Plaza Merchants Association first
 - Luminaries for horse route
 - Need volunteer to put together playlist for when band not performing - Tom Cuskey will take care of
 - Irongate will contribute \$125
 - UCC will contribute \$100
 - Tri-R will provide the Christmas tree
 - Rachel will approach Twin Trees for sponsorship of some sort
 - Antonio's has committed to providing pizza, meatballs and garlic knots free of charge.

- Judy went to see her and Coleen from Tri-R has committed to moving the trucks and trailers that were an eyesore last year
 - 12/8 - 12/9 1-4pm Holiday Cookie Drive - Still need a new chair!
 - 12/15 6-8pm Santa Visit - Chris Moen? - Judy will contact
 - Need santas, helpers, drivers, gift sorters
 - 12/14 6-8pm Holiday Decorating Contest - Stacey Schloop will be coordinating this again this year. Round of judging will be 12/14-12/15, 12/17-12/18, 12/20-12/21
- UPDATES ON PROJECTS IN PROGRESS (OLD BUSINESS)
 - Volunteer Survey - 4 residents have taken so far - www.tinyurl.com/volunteerbayberry
 - Survey on how the BCA can better serve its residents - Kyle
 - Revision of dues collection process - Bob, Judy
 - Scholarship committee - when 1st meeting? Topic will be how to get more applicants
- NEW BUSINESS
 - Discussion - Should we advocate to have our paths through green areas repaved?
 - Discussion - Should the BCA provide service opportunities? What would this look like?
 - Help for seniors?
 - Parents night out?
- ADJOURNMENT - Motion - Gail Clarke, Second - Mike Banks

NEXT MEETING WILL BE 11/4 7PM UCC!

BAYBERRY COMMUNITY ASSOCIATION

MINUTES - BOARD OF DIRECTORS MEETING

Sept 9, 2018 7pm United Church Of Christ

- Surveys were put out to see what events attendees might be willing to help out with.
- PRESENT - Bob Stella, Mike & Rosemary Salamone, Sandy Fleming, Gerry Foil, Kristine Davoli, Chris Solan, Mike & Sheree Banks, Rachel Thomases, Debbie Countryman, Mary Eidt, Louise Benfey, Chris Cox, Elizabeth Geoghegan, Kevin Hallock, Tim Scott
- CALL TO ORDER—WELCOME TO ALL RESIDENTS
- JUNE MINUTES APPROVED - Motion - Chris Solan 2nd - Mike Banks
- THINGS TO CELEBRATE
 - Car seat safety check - Kevin data (40+/-)
 - Newsletter reporter - Jamie Pellenz
 - Ice cream Social - 30+ People, was fun :)
 - Joanne Capella is working on organizing volunteer data for us
- ANNOUNCEMENTS
 - ~Volunteers, - please fill out survey additionally we need area reps for:
 - Area G (52 Homes) on Limetree Lane, Mango Lane & Blueberry Rd
 - Area H2 (20 Homes) on Blueberry Rd & Kumquat Lane
 - Area S (42 Homes) on Bay Park Drive, Bay Circle & Anchor Drive
 - Area M (55 Homes) on Riverglen, Rivercrest & Riverine Rds
- 1ST VP REPORT
- 2ND VP REPORT
- TREASURER
 - APPROVED - Treasurer's reports for June, July, and August were accepted. There was a minor, friendly amendment Tim is seeking clarification on. Motion - Gerry Foil 2nd - Kevin Hallock
 - Status of dues collection - We are at around 51% - several residents volunteered to collect an area at the meeting
 - Audit of last year's books was shared with the board
 - APPROVED with amendments - **2018 Budget** - Sheree Banks, Rosemary Salamone (see updated budget attached to minutes below)
- SECRETARY'S REPORT
- TOWN AFFAIRS (attached)
- SCHOOL AFFAIRS (attached)
- MEDIA COORDINATOR'S REPORT
- WELCOME COORDINATOR'S REPORT - Rosemary has given out 36 packets since taking over in Feb.
- INFRASTRUCTURE COORDINATORS REPORT - not present but has been working on how residents should pursue nuisance and safety concerns
- EVENTS AND ACTIVITIES COORDINATOR'S REPORT

- APPROVED with amendments - **2018 BCA Calendar and events** - Motion - Kevin Hallock 2nd - Mike Banks
- It was expressed that we need to be strategic in how we hit up sponsors. Event coordinators have been asked to now go through Debbie Countryman before making a request from a sponsor so that she can track what sponsors we are approaching for what events.
- **UPDATES ON PROJECTS IN PROGRESS (OLD BUSINESS)**
 - Survey on how the BCA can better serve its residents - Kyle is taking this on
 - Any new competing bids to print newsletter yet? - Kristine, Kyle and Bob are working together to get out the full newsletter specs and solicit bids including for a tri-fold
 - Update on newsletter sponsors - we had four empty spaces
 - Exploration of new newsletter cycle - Kristine had some thoughts on how we can make sure residents receive relevant information in time
 - Communication of waste disposal options to residents - Kevin has prepared for Sept newsletter
 - Revision of dues collection process - Bob and Judy are working on this
- **NEW BUSINESS**
 - Mike is taking on candidate night!
 - Sheree and Mike Banks offered to purchase our 4 empty ad spaces for \$600 for their Moxie Property Solutions. The pros and cons were discussed. Two separate votes were held.
 - APPROVED - Shall Moxie Property Solutions be permitted to buy four consolidated sponsor fields? Motion - Rachel 2nd - Kristine
 - APPROVED - Shall Moxie Property Solutions be given the requested 25% discount since they are willing to purchase 4 sponsor fields? Motion - Mike Salamone 2nd - Kevin Hallock
 - Discussion - Newsletter - We may do a tri-fold in the future if it's not too expensive.
- **IF TIME**
 - Tabled - Discussion - How can we be more responsive and helpful to residents who come to us with concerns outside our purview?
 - Tabled - Discussion - How can we better engage Bayberry youth and provide social opportunities for seniors?
 - Tabled - Discussion - How can we provide opportunities for volunteering / service learning that help meet needs in our community and also foment volunteerism and personal growth in our youth?
 - Tabled - Other ideas to discuss in the future - advocate to repave paths through Green areas, sidewalks?
- **ADJOURN** - Motion - Mike Banks 2nd - Kristine Davoli

NEXT MEETING WILL BE 10/7 7PM UCC!

BAYBERRY COMMUNITY ASSOCIATION

TREASURER'S REPORT

As of September 30, 2018

Scholarship Fund - Business Savings Account

<u>Activity</u>	<u>Category</u>	<u>Date</u>	<u>Amount/Balance</u>
Starting Balance		8/31/2018	\$ 1,504.63
Deposit	Scholarship Donations	9/20/2018	\$ 25.00
Deposit	Scholarship Donations	9/27/2018	\$ 11.00
Dividend		9/30/2018	\$ 0.19
Ending Balance:		9/30/2018	\$ 1,540.82

Money Market Account

<u>Activity</u>	<u>Category</u>	<u>Date</u>	<u>Amount/Balance</u>
Starting Balance		8/31/2018	\$ 14,351.02
Dividend		9/30/2018	\$ 7.67
Ending Balance:		9/30/2018	\$ 14,358.69

Business Checking - Operating Account

<u>Activity</u>	<u>Category</u>	<u>Date</u>	<u>Amount/Balance</u>
Starting Balance		8/31/2018	\$ 1,820.86
Check 1291 - Rachel Thomases	Supplies for Ice Cream Social	9/5/2018	\$ (108.54)
Deposit - Yearly Dues		9/8/2018	\$ 73.00
Deposit - Newsletter Sponsors		9/10/2018	\$ 400.00
Deposit - Yearly Dues		9/10/2018	\$ 5.00
Deposit - Yearly Dues		9/10/2018	\$ 90.00
Check 1289 - Moyers Corners FD	Donation	9/11/2018	\$ (100.00)
Check 1285 - Bayberry Plaza	Billboard Sign Ads Rental	9/11/2018	\$ (200.00)
Deposit - Newsletter Sponsor		9/12/2018	\$ 200.00
Check 1293 - Rachel Thomases	Decorations for Ice Cream Social	9/12/2018	\$ (17.28)
Check 1290 - Chris Cox	Hose Reel for BCA Garden	9/12/2018	\$ (53.97)
Check 1292 - Tim Scott	Copying/Fed Ex	9/14/2018	\$ (55.00)
Deposit - Newsletter Sponsor (\$600), Yearly Dues (\$45), Scholarship Donation (\$5) - will be transferred to Scholarship Acct		9/17/2018	\$ 650.00
Deposit - Newsletter Sponsor		9/20/2018	\$ 200.00
Deposit - Yearly Dues		9/20/2018	\$ 105.00
Deposit - Yearly Dues		9/20/2018	\$ 20.00
Deposit - Yearly Dues		9/20/2018	\$ 30.00
Deposit - Newsletter Sponsors (\$200 each)		9/21/2018	\$ 400.00

Deposit - Yearly Dues		9/24/2018	\$	55.00
Deposit - Yearly Dues		9/24/2018	\$	30.00
Debit Card - Adobe ID Creative CLD	Electronics/Website	9/24/2018	\$	(21.59)
Deposit - Yearly Dues		9/24/2018	\$	30.00
Deposit - Yearly Dues		9/24/2018	\$	55.00
Check 1288 - NOVA	Donation	8/27/2018	\$	(100.00)
Deposit - Yearly Dues		9/27/2018	\$	75.00
Ending Balance:		9/30/2018	\$	3,582.48

BUT Bank
Statement Says:
\$3,497.48 (there
are multiple errors
I found on the
statement)

Submitted by Kyle Adams, Treasurer

SCHOOL AFFAIRS, OCTOBER 2018

- The Liverpool School System conducted a sleep study to determine how start times affect students. It was determined that middle and high school students receive less sleep than the recommended hours per night, during the school week. 20% of middle school students and 15% of high school students reported being late to school in the two weeks before taking the survey. Additionally, 9% of middle school students and 12% of high school students reported missing school at least one day during that time period because they were too tired. The survey respondents were divided on whether a change in the start time of school would help with hours of sleep. There are also concerns about the impacts on work schedules, sports, and so on.
- Mr. Michael Leone resigned his seat on the school board on August 21. Applications to fill the remainder of his term were due in September. The board will review the applications on October 9. The person selected must run for the seat in May, 2019, to remain on the board.

~Mary K Eidt

Approved BCA BUDGET 2018-19

*Subject to total revenue raised by end of dues collection

Newsletter		3600	
Printing for newsletter	3600		
Insurance		900	
Liability Insurance	900		
Web Presence		275	
Hosting for BCA website	240		
URL Fee	35		
Administrative		1239	
Rent for meeting space - UCC	180		
P.O. Box	110		
Postage	50		
Welcome Committee supplies	250		
Office Supplies	85		
Envelopes for Dues	100		
Subscription to Adode InDesign	264 (22 a month)		
Billboard	200		
Beautification		400	
Spring Planting	400		
Events		2200	
Ice Cream Social	200		
Wobble B4U Gooble	200		
Santa Suit cleaning	100		
Halloween Parade	100		
Halloween Decorating Contest	100		
Winter Photo Contest	100		
Christmas Tree Lighting	350		
Christmas Decorating Contest	100		
Home Improvement Fair	0		
Easter Egg Hunt	300		
Tour de Loops	500		
Earth Day	0		
Taco Bar at May Meeting	150		
Car Seat Safety Check	0		
Donations		250	
NOVA Donation	100		
Moyer's Corners Fire Dept - Donation	100		
Donation Sheriff's Dept? - car seat check	50	Should we still send this?	
TOTAL EXPENSES	8864		
Income from Dues----->	4670	<-- anticipated. \$4,295 as of 9/30/2018	
Newsletter Sponsors (24)	4200	pls check - includes Sheree & Mike's and Kelly Greene's businesses	
TOTAL INCOME	8870		
BALANCE	6		
Scholarships	1,504		

BCA 2018-19 Calendar - Approved 9/9/2018

- 8/22 Ice cream social 4-6pm - Rachel Thomases, Judy McVity, Gennie, Sandy Fleming, Erin
- 9/1 Scholarship applications available
- 9/9 7pm 1st Board Meeting
- 9/22 Fall Garage Sale**
- 10/7 7pm Board Meeting
- 10/14 BCA Candidate Night at UCC - Mike Banks
- 10/27 1-2pm Halloween Party at the Plaza - Debbie Countryman
- 10/31 6-8pm Halloween Decorating Contest - Tim Scott
- 11/4 7pm Board Meeting
- 11/22 9am Wobble B4U Gobble
- 12/1 SATURDAY 6-8pm Tree Lighting - Tami Scott**
- 12/8 - 12/9 1-4pm Holiday Cookie Drive - Need a new chair
- 12/15 6-8pm Santa Visit - Chris Moen?
- 12/22 6-8pm Holiday Decorating Contest - Stacey Schloop?
- 1/6 7pm Board Meeting
- 2/10 7pm Board Meeting (2nd Sunday b/c of Superbowl)
- 2/15 Deadline Winter Photo Contest - Tim Scott
- 3/9 12-4pm Home Improvement Fair - Aaron Koller, Rachel Thomases, Tim Scott, Kevin Hallock,
- 3/3 7pm Board Meeting - Call for candidates**
- 4/13? 10am Easter Egg Hunt w/ Howard Hanna - Cristina Kareem**
- 4/7 7pm Board Meeting - official nomination of candidates
- 4/15 Scholarship Applications due - Elizabeth Geoghegan
- 4/27? Earth Day - 9am - Bob Stella**
- 5/4 10am Tour de Loops - Family bike, scooter, roller blade event - subject to risk assessment
- 5/5 Board Meeting - Election - Free taco bar at 6:30??? It's Cinco de Mayo!
- Sun, 5/12 Spring Planting - Chris Cox**
- 5/18 Spring Garage Sale
- 6/2 Final Board Meeting, Award Scholarship(s)**
- 6/29? Car Seat Safety Check - Kevin