

SPECIAL IMPROVEMENT DISTRICT OF NETCONG BOROUGH, INC.
NETCONG COMMUNITY PARTNERSHIP
BOARD OF TRUSTEES MEETING
October 22, 2013
6:30 p.m.
Minutes

- I. Call to Order and Flag Salute
- II. Attendance and Roll Call

	Present	Absent
Ralph Blakeslee		x
Bob Hathaway	x	
Bill Lerman	x	
Joseph Nametko	x	
Maria Patamia	x	
Vic Pocerobba	x	
Kathy Robbins	x	
Open Seat		
Open Seat		
Open Seat		
Open Seat		

III. Open Public Meetings Act Statement

Adequate notice of this meeting as defined by the Open Public meetings Act has been provided by 1) posting a notice of said meeting in the space provided for such announcements at the Netcong Borough Hall on June 5, 2013 and 2) faxing a notice to The Daily Record, the official newspaper of the Borough of Netcong on June 5, 2013.

- IV. Presentation of the 2011 & 2012 Audit by Steve Weinstein from Weinstein & Weinstein. – Mr. Weinstein talked to the audit and commented on how he has done the audits for the past several years and he has seen a good upward trend to compliance. The 2012 audits were considerably better than in the past and he feels that 2013 will be even better, he gave two minor recommendations.
- V. Presentation for the 2014 Social Media and Marketing Campaign – Vince Baglivo from District Connect – Mr. Baglivo did a presentation of what we accomplished in 2013 and what to look forward to for 2014. He presented a few different ideas to start to think about for 2014 .

VI. Public Comment – No public present

VII. Executive Director's Report

- Update small business Saturday and coop ad for November – This campaign is going well, I have visited many of the merchants in town and have started to sell the co-op ad for Small Business Saturday. I have received very positive feedback about the initiative and hope to see more things around small business and promotion of the district.
- Update on the directory – I have been compiling information as I have been visiting merchants and feel we can have something up by end of the year.
- Farmers Market – I have started to reach out to the NJ Farm Bureau, we need to talk about what we want to do for 2014 season. I would like to kick off the spring season with sidewalk Saturday that goes right into the market – we need to decided location, times and how we want to market.
- LVHS Community Service Fair – Service fair went great I was able to get 22 students to sign up for volunteer work. I will be working with Vince Baglivo to utilize these students to get some things done.
- Open Board Seats – have not had much luck trying to recruit members to serve on the Board I will continue to talk with people and see what we can do.
- By-laws and Ordinance – this has been a very big undertaking, I have spent a lot of time on both of these projects. The final products are with the attorney and I should receive them back soon – as soon as I do I will share wit the Board. The Council will be introducing the ordinance in November for adoption in December.
- Calendar update – Need some help with this task, I am able to create a calendar however I need some better direction on what it is you want to do. I can fill in the day-to-day activities but I need to bigger ideas of what it is the Board would like to do for 2014.
- Committee Reports – I have changed the agenda so the committees are listed at the end of the agenda. I would like to be able to add bullets to each item for the upcoming meeting so we know what we are going to talk about and people can think about those topics should they want to add to the discussion,
- Stage cost – I spoke with Ralph about the cost of the stage and he suggested I bring it up here with the Mayor. We would like to ask if the cost to build the stage stay with the Boro – we feel this was a great thing to create for all to use and we feel the Boro, the Recreation dept and others can benefit from the use of this stage. The current financial state of the NCP is very tight we have

really managed out budget good and we did not have the extra monies needed for the stage.

- Façade Grant – I would like to ask if the Board would consider a grant for 46 Main street Dave Weippert. Dave reached out and is doing work on his building and would like to apply for the grant. Since we are out of monies for that for 2013 I would like to ask the Board to consider approving as the first grant for 2014. The Board agreed to look at the application in November.
- Vacant Building update – I met with a local commercial realtor on some of our vacant properties – we had a great conversation and will be meeting with property owners to see what we can do to fill buildings.

VIII. Treasurer Report – see attached – Mrs. Robbins reported out on the treasurers report.

IX. Motion to Approve the September 26, 2013 Minutes

	Motion	Second	Yes	No	Abstain	Absent
Ralph Blakeslee						x
Bob Hathaway	x			x		
Bill Lerman				x		
Joseph Nametko				x		
Maria Patamia		x		x		
Vic Pocarobba				x		
Kathy Robbins				x		
Open Seat						
Open Seat						
Open Seat						
Open Seat						

X. Motion to Approval the bills List for September, 2013

	Motion	Second	Yes	No	Abstain	Absent
Ralph Blakeslee						x
Bob Hathaway				x		
Bill Lerman				x		
Joseph Nametko				x		
Maria Patamia	x			x		
Vic Pocarobba		x		x		
Kathy Robbins				x		
Open Seat						
Open Seat						
Open Seat						
Open Seat						

XI. Committee Reports

A. Executive Committee

Administrative Issues, Insurance, Accounting, Establishes Committee Budgets, and Yearly Audits

Vic Pocerobba – President

- Update on committee meeting

B. Finance Committee

Budgets, Grants, Revenue Building

Kathy Robbins – Chair

- Update on 2014 budget

C. Special Events Committee

Farmers Market, Netcong Day, Holiday Events and New Events

Maria Patamia - Chair

D. Publishing Committee

Website, Directory, Community Calendar, Street Map including Events Locations, Social Media

Bill Lerman – Chair

E. Property Enrichment - Streetscape

Improvements and Enhancements, Signage, Fixtures, Owners Assistance Program, Jump Start Program for New Businesses, Façade/Sign Application Program and Submitted Application Review

Bob Hathaway – Chair

F. By Laws and Legal Issues

Corporate By Laws Maintenance and Legal Issues

Vic Pocerobba – Chair

G. Parking Lot / Town Center

Create Additional Town Center Parking

Bob Hathaway – Chair

XII. Old Business - No Old business

XIII. New Business - No new business

XIV. Adjournment

Motion to adjourn by Vic Pocerobba second by Kathy Robbins – at 9:35pm

NCP Committee Members

Executive Committee

Vic Pocerobba-President
Bill Lerman-Vice President
Kathy Robbins-Treasurer
Ralph Blakeslee- Assistant Treasurer
Open Seat - Secretary
Gina Thomas-Executive Director

Finance

Kathy Robbins-Chairperson
Bill Lerman
Bob Hathaway
Gina Thomas

Special Events

Maria Patamia-Chairperson
Joe Nametko
Vince Baglivo
Gina Thomas

Publishing

Bill Lerman-Chairperson
Maria Patamia
Vince Baglivo
Gina Thomas

Property Enrichment/Streetscape

Bob Hathaway-Chairperson
Bill Lerman
Kathy Robbins
Gina Thomas

By Laws and Legal Issues

Vic Pocerobba-Chairperson
Bob Hathaway
Bill Lerman
Gina Thomas

Parking Lot/Town Center

Bob Hathaway-Chairperson
Vic Pocerobba
Bill Lerman
Gina Thomas