



**Baileys Harbor Community Association Board Meeting
September 13, 2023; 12: 00 noon – Cornerstone Pub**

Present: Cynde Krowas, Steve Makovec, Scott Bennett, Kurt Kiefer, Wayne Scaggs, Sam Nelson, Bonnie Smith, Linda Mattes, Jeff Lutsey **Absent:** Andy Gill, Carin Stuth, Ann Marie Ott

1. The meeting was called to order by Vice-President Jeff Lutsey
2. The Agenda was accepted unanimously on a motion by Kurt, seconded by Linda.
3. The Minutes were unanimously approved on a motion by Steve, seconded by Linda.
4. Bonnie Smith, new Board member described her previous experience with the Sturgeon Bay Education Association and that she has been a vendor at the BH Farmers Market for 6 years and serves as the Market Manager the past two years.
5. No Treasurer’s Report was available for this meeting.

Discuss/Take Action:

6. Election of Officers will take place at the Annual Meeting. The Board proposes the following slate of candidates: Linda Mattes, President (Motion by Bonnie & Steve), Sam Nelson, Vice-President (Motion by Kurt and Wayne), Wayne Scaggs, Treasurer (Motion by Sam and Bonnie). The Secretary role remains vacant. Christina Studebaker remains a potential candidate. Other possible Board candidates are: Josh Miller, Amy Statz, Claire Wick, Katie Krouse, Myles Danhausen. Robert Mattes has offered to perform the monthly reconciliation of accounts for BHCA.
7. Destination Door County, the agent for distribution of the community allocations from short term rental tax, on behalf of the Tourism Zone Commission, provides an estimate for each year. Estimate for 2024 is \$115,00. We cannot expect any funding from the Town of BH in 2024.
8. Strategic Planning & Survey update – Kurt will take the lead on finalizing the survey by the end of next week and then finalizing the strategic planning process by the end of the month to inform the budget development. Sam and Scott made a motion to move forward with this plan. Budget and/or grant considerations in collaboration with the Town of Baileys Harbor may include: improvements to bike and pedestrian paths; augmenting the 4th of July fireworks, public transportation/shuttles, water fountain at Toft House, access points for Broadband/web cam; bike parking rack; solar powered cell phone charging stand and a public sports court at Recreation Park.
Results of strategic planning will be presented at the Annual meeting. Determine presentation focus areas by next Wednesday. Linda, Kurt, Scott, Sam and Steve will finalize plans.
9. Directors Report - Cynde
 - a. Follow-up on DDC meeting re: letter from Coordinators/Community Associations – Yvonne, Julie and John presented on behalf of DDC. They are working on an action plan. Focus areas may be improvements to visitor centers, based on needs submitted to DDC by Coordinators, recycling and a new DDC staff who will be a regular liaison/support to



local coordinators. Cynde would like a year-round office space.

- b. Marketing and Kelsey’s contract – The Board agreed to renew Kelsey Fox/LLC Marketing contract through the end of December 2023; this will continue at the rate of \$1200 per month to support social media and other marketing needs. The decision was made on a Linda/Steve motion. The Board will consider contracting for 2024 and the scope of work at future meeting. Cynde will schedule a meeting with Steve & Kelsey to discuss BHCA needs for 2024.
 - c. Autumn Fest – Cynde reported that she has hired an alternate photographer this year. Twenty cars are registered for the car show as of today. BH Fire Department has volunteered to help with beer tent and car show. The Board will consider an alternate theme and name for Autumn Fest in 2024, eliminating references to “pin-ups.” Car Show participants will be surveyed. No shuttle buses are scheduled for Autumn Fest, however we do need to make use of the remainder of the funds allocated for transportation by the Town.
 - d. Blessing of the Fleet was not considered a successful event and should consider combining it with the Brown Trout Tournament of 4th of July festivities.
 - e. Cynde has a personal commitment scheduled the same day as Autumn Fest is usually held in 2024. The Board decided to move the date of Autumn Fest to September 14th as a result.
 - f. Annual Meeting will be held on October 18 at the Town Hall and light refreshments (non-alcoholic) will be served. Agenda items will include: vote on officers, present the amended by-laws, recap 2023 and share plans for 2024. Cynde will make arrangements to invite all members and town residents. A volunteer of the year award will be presented.
The group discussed a membership drive. An idea to award a trophy to the individual serving as “block captain” that recruits the most members.
10. Pedestrian/Bicycle Safety – Kurt shared two documents with the Board; an email from Haley and 2010 Bicycle Plan. The Town intends to move forward with improvements in conjunction with resurfacing of Hwy 57 in one of the next several years, likely 2025. Kurt discussed the Town’s multiple plans. Improvements could be funded in part through the DDC investment grant(s). Kurt will draft a letter to provide input and present ideas to the Town as they consider options.
11. Kendall Park update and celebration plan – The main tower structure is 90% complete and concrete is being poured this weekend. The installation should be completed this fall. Two celebrations may be scheduled with details to be determined in the future.
12. Broadband Update – Kurt noted the Town wants to complete broadband implementation by the end of 2024.
13. Next month’s meeting will be held on October 11th from 12 – 2 pm. Location of meeting is pending.
14. The meeting was adjourned at 2:11 pm on a motion by Bonnie and Scott.