



Baileys Harbor Community Association Board Meeting

October 11, 2023; 12: 00 noon – 2 p.m. – Stone’s Throw Winery – Attendees:

Carin Stuth, Kurt Kiefer, Steve Makovec, Wayne Scaggs, Linda Mattes, Jim Brockman, Jeff Lutsey, Scott Bennett, Sam Nelson

Absent: Bonnie Smith and Andy Gill

1. The meeting was called to order at 12:05 by Vice-President, Jeff Lutsey
2. The Agenda was accepted on a motion by Steve, seconded by Linda, and approved.
3. The minutes from the September meeting were accepted by a motion by Linda, seconded by Kurt, and approved
4. Treasurers Report – Carin reported that the audit is moving along. She recommended the Board develop qualifications for staff to support the Treasurer. She intends to provide some training on financial tasks to Cynde. Carin will remain involved until 12/31/2023. The Board wants to find out what other Boards are doing to manage finances. As a result, Cynde will reach out to other coordinators and Linda will check in with DDC and Dave Elliott, who is on the Tourism Zone Commission to learn more.

Discuss/Take Action:

5. Election of Officers – The following individuals will be nominated for officer positions at the annual meeting: Linda Mattes President; Sam Nelson , Vice-President; Jim Brockman, Secretary; Wayne Scaggs, Treasurer
6. Secretary position update – Jim Brockman introduced himself as currently employed at Viking Electric as a Lighting Designer/Engineer. The Board accepted his offer to join the Board and serve as Secretary on motion made by Jeff and seconded by Kurt. A motion by Kurt and Jeff was made to elect Christina Studebaker to the Board, which was also approved.
7. Directors Report - Cynde
 - a. Follow-up on meeting with DDC – Yvonne Torres from DDC is providing updates to all.
 - b. The Toft House information center/Historical Society is scheduled to close on October 15th due to lack of heating in the house. The Town has paid for an inspection of the house and would like the BHCA to be involved in supporting plans to make improvements to the House. The need is costly, and may total \$150,000.
Cynde raised concerns about having an office space available where she can hold meetings with others. She is willing to work at home but would like a stipend to help pay for her internet bill. The Board did not take action at this time.
Cynde and Steve will research Lock Box options for the Toft House as several volunteers had difficulties using the existing box. The back door lock was problematic for nearly all the volunteers this season and is a priority for replacement.

- c. Autumn Fest was a success with 101 cars registered for display. The constable received a complaint about traffic and street closure. Several auto owners inquired about the lack of models attending the event this year. The date of Autumn Fest will change to September 14, 2024.
- d. Adopt a Tree – approximately 21-23 trees have been reserved for sponsorship. Jim moved and Steve seconded a motion to purchase 4 trees to place at the Town Hall and Toft House on behalf of BHCA. Discussion followed on two 8" trees to be used at the south end of town and a big wreath to be used at the north end of town. Jim Brockman volunteered trees from his property. Cynde will check into this with the Town and discuss further with Jim.
- e. Review and Approve 2024 Calendar of Events –Cynde outline the Events Calendar for 2024 as follows:

Winter Market - January 13th, February 10th, March 9th and April 13th. Easter April 18th, Farmers Market to begin the Sunday after Mothers's Day and end the 1st weekend of October, Toft House opens Memorial Day and closes in October, Blessing of the Fleet TBD, Concert in the Park begins June 21st through September 6th., Food Truck and Floaties June 22nd with a rain date of August 3rd. Autumn Fest September 14th, Annual meeting October 16th, Halloween October 31st, Harbor Holiday- TBD, The Board recommended changing the Harbor Holiday day event to align with the Ridges Sanctuary activities in 2024. Cynde was asked to check into holding this event the same day as The Ridges holiday event. Calendar of events were accepted with an amendment of the date change for Harbor Holiday by Kurt and seconded by Jim and approved

Cynde discussed the request to add an upcoming benefit form a non member in our brochure. Discussion followed on who should be included in teh brochure. Cynde will review who is included in the brochure and make a recommendaton so she can respond back to the requested party.

The Board would like to begin inviting representatives from the Town, Ridges Sanctuary and Bjorklunden to future Board meetings.

- 8. Annual meeting agenda review – Cynde will send the Board a proposal for agenda of the annual meeting based on last year's event. Steve will contact Ann Marie to see if Ann Marie's husband, Scott would provide music for the event.
- 9. BHCA strategic planning update, including presentation at October 18 annual meeting – Kurt reviewed some of the key elements that were identified from the strategic planning process. Kurt will send the planning document for Cynde to copy for the event.
- 10. Membership Drive –Cynde will send out a membership form to all addresses on the tax records. Discussion followed on whether we should tier the household membership fee. The decision was made to send out the mailing to the 1,600+ plus address to see what response is obtained before any chagnes to membership fees are made. Steve will assist Cynde with this mailing.
- 11. Town of BH Updates - Kurt
 - a. BHCA budget request to Town – the original request for priority funding sent to the Town was revised per their request. Ideas were supported but timing related to funding amount was a challenge. Town may propose up to \$40,000 in the budget for

improvements to the Toft House.

- b. Town bike plan topic - Plan Commission meeting October 2; includes crosswalk upgrades and other enhancements.
 - c. Broadband Update – The Town terminated its agreement with existing provider and now has an agreement Door County Broadband. The project is scheduled for completion by the end of 2024.
 - d. Nelson Property Ad Hoc Committee – discussion on doing a grass overlay.
12. Develop a winter education series – Sam proposes to develop a community education series to be held during January, February and March. Kurt volunteered to plan the sessions.
 13. Discuss next month's meeting – The meeting will be held at Bjorklunden on November 8 beginning at 12 noon.
 14. Meeting was adjourned at 1:57 pm.

Steve Makovec, Recorder