



Baileys Harbor Community Association Board Meeting

December 13, 2023; 12: 00 noon – 2:00 p.m. – Town Hall – Attendees: Steve Makovec, Linda Mattes,, Scott Bennett, Sam Nelson, Kurt Kiefer, Cynde Krowas , Christina Studebaker, Bonnie Smith, Katie Krause - The Ridges Sanctuary, Dave Elliot- Town of Baileys Harbor

Absent: Jim Brockman, Wayne Scaggs,

1. The meeting was called to order at 12:00 by President, Linda Mattes
2. Agenda accepted by a motion from Kurt, seconded by Christina and approved.
3. November meeting minutes accepted by a motion by Kurt, seconded by Sam and approved
4. Treasurer's report- no treasurer's report was available
 - a. Discussion followed about preparing future treasurers reports, providing W-2's/1099's, and use of outside sources.
 - b. Linda mentioned that her husband Bob will be willing to assist.
 - c. Discussion was made to have a follow up meeting for Cynde, Wayne, Carin, and Bob. Cynde will coordinate and they will report back at the January board meeting.
5. Directors notes.
 - a. Local Marketing LLC contract. Cynde and Steve met with Kelsey Fox to discuss the changes to the contract and reports we would like to receive. The contract was changed and submitted back to sign. Cynde will sign the contract on behalf of BHCA. Reports are located in google drive.
 - Question was asked about the google files that Cynde sent to everyone. This was so everyone could have access if needed. Request was made for a quick overview on the files. Cyndne will add this to the agenda at a future board meeting .
 - b. Lock box for Toft house- Steve has reached out to Roberta several times with no response. This will be tabled until further discussion on the Toft house
 - c. Let's Go Door County- we have used them in the past to promote Food Trucks and Floaties and Kendall Park. Cynde and Steve discussed with Kelsey Fox from Local Marketing on how she can assist us. Decision was made to use Local Marketing as our main resource and Let's Go Door County on a need basis.
 - d. Harbor Holiday- December 9th. Harbor Holiday was visited by reindeers, The Grinch and Santa. Attendance was lower than last year. Arts and Crafts were provided by the Baileys Harbor Historical Society. Cynde reported that the Pulse listed the wrong date in the advertisement. Winter Market mixed reviews from vendors, some reported it was great and some reported it was not good. Moderate attendance, music was very appreciated

and enjoyed by those who attended.

- Katie Krause from The Ridges Sanctuary reported that they had over 400 people. This was a great event for them and they will be extending their hours from 3-6 to 2-6 for 2024. She suggested working more with BHCA for 2024.
- Dave Elliot from the Town of Baileys Harbor suggested working with Haley and Katie from the Town for 2024.
- Discussion was made for Harbor Holiday 2024 to create a committee with representatives from The Town, The Ridges and BHCA. Cynde will coordinate.
- e. Tree Lighting- there are 24 trees. Some concerns were made that the trees were small. Discussion was made to partner with St. Nicks and other Christmas tree providers for next year.
- f. Brown Trout Tournament and Blessing of the Fleet- discussion was had about combining these two events and the use of lead free tackle. Decision was made that these two events will be combined and that a committee was formed to review how to coordinate the combining and research lead free tackle. Scott will lead this committee with Cynde, Christina and Steve.
- g. Cynde's back-up from January 22nd through February 5th. Ann Maite Ott will be the back-up for emails and Steve Makovec will be the back-up for phone calls both responding as necessary.
- h. November Town Board meeting- nothing pertaining to BHCA
- i. Membership update- membership drive has been going well, We received 78 business members and 116 Household members. Cynde will send to any board member a reminder to those who has not submitted their membership
- j. Pacers- Peninsula Century Spring Classic- sponsorship has been lowered to \$750.00. The Pacers are seeking 5 sponsors. Each sponsors receive
 - Logo featured in Door County living and Peninsula Plus ads for PCSC
 - Prominent logo featured on the PCSC website with link to sponsors website
 - Logs featured on posters for PCSC
 - Logo featured on banner at the finish line fo PCSC
 - 3 registrations for the PCSCPacers are also asking for the BHCA to obtain the beer and the license to sell the beer. Discussion followed on the sponsorship and the selling of the beer. Decision was made for the BHCA to be a sponsor for the 2024 PCSC at \$750.00. Cynde will sign the contract and submit to the Pacers. Decision was also made to review the invoices for beer purchases for 2022 and 2023 and a committee chaired by Scott with Cynde and Steve to review and report back to the board at the January board meeting.
- k. Town Agreement- discussion on the existing town agreement and the recommended revisions made and if this should be an agreement with all parties, Town, BHCA and BHHS. Linda will draft a letter to be sent to Destination Door County on the disbursement of room tax dollars. Which can be sent to the other Associations Directors. Cynde will assist on this effort and they will report back to the board at the January board meeting. Committee formed with Linda, Cynde, Christina and Steve to review the agreement and report back to the board at the January Board meeting.
- l. Toft House- discussion on the Toft House needs for repairs and use. Dave suggested a possible lease agreement for the Toft House and will send us a boilerplate template, Further discussion is needed on what is the Toft House and the use of the Toft House, Suggestion was made for a reaching out to the Town with coordination of BHCA and

BHHS. Linda will start this process.

- m. Kendall Park- Invoice received from Peil for \$5,486 for work completed at Kendall Park. Discussion followed and a motion was made by Kurt and seconded by Scoot to pay this invoice, motion approved. Further discussion was made about doing another fundraiser. Cynde will work on the fundraiser.. Cyndne will also check with Kari on if bricks are still available.
6. Broadband update- Service agreement has been sent to Bertram to approve and sign. Once completed BHCA will offer training on Broadband.
7. Cynde will send out to the board the list of events for 2024. Each board member will select which events they will assist.
8. Ideas for 2024 - has been tabled to the January meeting. Cynde will send out the list of items the board had previously discussed .
9. Dave Elliott requested that someone from the Pulse attend the next board meeting as an observer and not a reporter.
10. Next board meeting _ January 10th from 12:00 - 2:00 to be held at the Town Hall basement.
11. Steve motioned to adjourn the meeting at 2:00 pm, Bonnie seconded. Motion approved.

Steve Makovec , Board member

Board members moved to a closed session