Baileys Harbor Community Association Board Meeting
August 14, 2024; 9:00am - 11:00am
Baileys Harbor Town Hall - Basement

Attendees: Cynde Krowas, Linda Mattes, Steve Makovec, Scott Bennett, Jim Brockman, Kurt Kiefer, Bonnie Smith, Sue Schwartz (Destination Door County), Dave Eliot (Town of Baileys Harbor)
Absent: Christina Studebaker, Wayne Scaggs, Sam Nelson

1. Meeting called to order at 9:02am by Linda Mattes
2. Agenda, July Minutes, and Treasurers report accepted, Jim motioned, Bonnie second
3. Directors Report - Cynde
    a. Membership enrollment is ready to be rolled out using an online format. Members will have the option to pay online or send a check in.
    - Online payment needs to be activated.
    b. Membership mailings will be in the form of a postcard to everyone within Baileys Harbor.
    - Dave Eliot to talk with Bertram regarding Fiber Internet information being included on the mailing.
    c. Cynde will do outreach to the Businesses within Baileys Harbor. Businesses will receive a packet as they have in the past and have an option to pay online or by check.
    d. Vote to make donation to Baileys Harbor Fire Department in the amount of $2500 for their support during Autumnfest. Approved, Bonnie motioned, Jim second

Discuss/Take Action:

4. President Discussion - Linda
    a. Linda is resigning from the President position and the BHCA board effective October 31st.
    b. Water stations are on hold until 2025.
    c. Steve (BHCA Treasurer) will be leading up the 2025 budgeting process.
5. Board Responsibilities Update
    a. Financial Policy is completed and will be sent to Board for review. Approval vote will be held at September meeting.
6. Ongoing, long-term, BHCA project updates - All
    a. Green Tier Update
    - Work group has met. Sam is working with the Town to complete the assessment.
    - Town Hall HVAC Initiative using Geothermal system is going for bid.
    b. Education Series Subcommittee
    - BHCA education series summary.docx
    - Work group is meeting and compiling information. Plan to do sessions as topic makes sense and have topics during off season.

c. Volunteerism and Fundraising Subcommittee
- Work group has met and is working to get more engaged volunteers and members. These include both individuals and businesses.

7. Town and BHCA Lease Agreement
    a. Sam and Steve will be leading this effort for the BHCA
    b. Working on budget quotes for some of the work necessary at the Toft House
    c. Linda drafted a list of 'wants' for long term
    d. BHCA to get draft lease back to the Town of Baileys Harbor by 8/23
8. Off Season workspace for Director
    a. The Town is committed to working with the BHCA to provide office space. Cynde to work with the Town office to determine what this looks like and let the Board know if it is sufficient for the off season.
9. Administrative Position Update
    a. This position is on hold indefinitely while we review BHCA needs.
10. Committee's
    a. Volunteer Committee - Scott
    - Above information under Section 6(c)
    b. Nomination Committee
    - Steve will lead this group and Kurt will assist.
11. Website Update - Jim
    a. Maintain current formatting for BHCA Website Agenda and Minutes
    - Agenda will have 5 months of history.
    - Minutes will be previous full year plus current year.
12. Board Member Addition Discussion - Maddie Kwaterski
    a. Approved, Kurt motioned, Steve second
13. Annual Meeting Discussion
    a. Start the planning process
    - Preference to partner with local business to host event.
    - Will require a microphone system, Town may have a solution that can be used.
14. September meeting will be held September 9th from 9a-11a in the Town Hall Basement room
15. Adjourn from Board Meeting at 10:16a - Kurt motioned, Jim second

Executive Session