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

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

1. Meeting called to order at 9:00am by Linda Mattes
2. Agenda, July Minutes, and Treasurers report accepted, Sam motioned, Kurt second
3. Directors Report - Cynde
    a. Membership postcards will start being mailed Friday, 9/13/2024
    b. Looking for 2-3 volunteers for Autumnfest - parking classic cars
    c. Board approved Cynde to work with DDC and get signage placed on Sturgeon Bay billboard regarding 'Baileys Harbor is open for business'.
    - Business has significantly slowed due to Highway 57 being shut down.

Discuss/Take Action:

4. Scott Bennett has been nominated to fill the BHCA President of the Board role.
    a. Steve motioned to accept, Christina second
    b. Effective immediately, Scott becomes BHCA President
5. President Discussion
    a. Quick introduction from Scott as the President
6. Board Responsibilities Update
    a. Financial Policy is accepted, Kurt motioned, Linda second
7. 2023 Tax Returns have been completed, will be signed and submitted
8. Navigating Forward for the BHCA conversation
    a. What are some revenue generators to assist in cost coverage for future projects
    b. Collaborate with DDC more closely - meeting will occur when the Destination Director role is filled.
9. Ongoing, long-term, BHCA project updates - All
    a. Green Tier is nearly submitted, just need square footage of Town owned properties
    b. First education series to occur on September 12th.
    - Sept 12 Talk of the Town event
    - Looking for membership feedback on topics.
    - Mini series at the Annual Meeting
    c. Volunteerism and Fundraising is on hold while we wait for renewal and new memberships to come in, then will plan next steps to work on involving members.
10. Town and BHCA Lease Agreement has been sent to Town for review and is on the Town Agenda

for September 9, 2024 to be voted on.

11. Town has committed to space at the Town Hall for the winter months. Speak to Historical Society about possibly using the office space in the basement if a more private area is needed.
12. Nomination Committee has built a master list of when Board Members terms start/end.
    a. Need to consider staggering the terms of Board members and Executive Board.
13. Annual Meeting will occur on October 3, 2024 at the Augusta Club from 6p-8p.
    a. Pizza from Baileys 57 will be served.
    b. Annie Miller providing cookies.
    c. Non-alcoholic drinks from Augusta Club will be served.
14. Halloween Celebration will be taken over by Haley and Katie who have a vision to grow this event significantly.
    a. Board approved $2,000 to be used for updating decorations and purchasing items for this event - Linda motioned, Sam second
    b. BHCA will handle the marketing of the event.
    c. BHCA will assist in finding volunteers to connect with Katie and Haley.
15. Harbor Holiday collaboration between all entities within Baileys Harbor.
    a. We are looking for a Santa
    b. Working to figure out the trees that line Highway 57 and the large one at Kendall Park.
16. Winter Market is being led by Annie Miller.
    a. Kurt is checking on additional vendors with other municipalities
17. Farmers Market will be led by Bonnie as we prepare for 2025. Contracts with vendors have started.
18. Local Marketing Project List is being reviewed by the Board so we can recommend items that need to be made a priority and others that need to be tabled until a later.
19. CIF Grant information is being explored by Steve and Christina.
    a. Will begin looking for someone with grant writing experience who can assist in this process.
20. October meeting will be the Annual Meeting on October 3, 2024 at the Augusta Club from 6p-8p
21. Adjourn from Board Meeting at 10:40a

Executive Session