

BARNEGAT LIGHT TAXPAYERS' ASSOCIATION

Trustees Meeting Minutes

April 8, 2017

Attending:

John Tennyson
Ed Ebenbach
Bill Chernelich
Kimberly Patterson

Barbara Truncellito
MaryAnn Crutchlow
Tom Zesk
Rich Brodman
Jim Slyfield

Excused:

Andy Moutenot
Dottie Reynolds

- I. John Tennyson called the meeting to order at 9:00 am. John noted that the meeting was being held at his house in order to use better audio visual equipment for a demonstration of our current database.
- II. Approval of minutes from the January 14, 2017 meeting. Minutes were unanimously approved.
- III. Reports
 - o Treasurer's Report – Bill Chernelich
Bill presented the first quarter BLTA financials for the period ended March 31, 2017, with comparison to March 31, 2016 and December 31, 2016. The report will be available on the website. The fund balance decreased from \$29,732 at March 31, 2016 to \$21,396 at March 31, 2017, primarily due to expenditures for the beach street bike racks sponsored by the BLTA, the two Little Free Library boxes at the Post Office, which were also sponsored by the BLTA, and an increase in printing costs. The Board discussed the report and approved the financials. A review of the financials is being conducted by Ed on behalf of the Board, and will be reported at our next meeting.
 - o Membership Report – Ed Ebenbach
Ed presented the membership report through April 4, 2017. Membership is currently trending slightly ahead of last year at this time, which was a very strong year. Note that the membership drive is still ongoing. We have 36 new members so far this year, which is a very positive sign. Ed noted that there were 159 property changes in Barnegat Light last year, including 56 new homeowners. The Board discussed methods to contact new homeowners and current owners who are not familiar with the BLTA.
 - o Open Space Report – Barbara Truncellito
The Town Open Space Committee did not meet yet this year, but there has been a significant development with regard to the former Coast Guard property on 6th street.



A new pavilion is being constructed on the west end of the site, and will be available for concerts and meetings. Construction is expected to begin in May and be completed by the end of June.

o LBI School Board Report – Barbara Truncellito

The situation regarding the potential consolidation of the Surf City and Ship Bottom schools remains fluid, but there have been recent developments. The School Board approved a sale of the Ship Bottom School, and is evaluating bids. A referendum by voters on the proposed cost of the consolidated school sale is expected in September in each town on LBI. We discussed these developments and discussed a plan to provide information on this issue to Barnegat Light voters in advance of the referendum.

o Speakers for BLTA General Meetings – Rich Brodman and Tom Zesk

Rich and Tom discussed the proposed speakers and presentations for the BLTA meetings in June, July and September. We currently anticipate having the Mayor at each meeting as we did last year. In addition, we will have presentations from the Coast Guard, the Long Beach Township Police Dept., the Barnegat Light Postmaster, and an expert on pine tree beetles. We also are in discussion with an Ocean County Freeholder and a School Board member for potential speaking slots. In addition, we will make presentations on our annual survey, and proposed BLTA By-law changes.

o Borough Council Report - John Tennyson

John and Ed attended the February Borough Council meeting and the February Budget Workshop. The main item discussed at the Borough Council meeting was the architectural rendering of the proposed pavilion on the west end of the former Coast Guard property which was purchased by the Town last year. See the comments on the Open Space Committee for updates since the Borough Council meeting. The Council also provided information on the bond funding for the entire property purchase. The bonding is for a 10-year period and will be completely paid off with Open Space funds.

o Communications – Kimberly Patterson and Mary Ann Crutchlow

- Website – Kimberly noted that she is making some changes to the website over the next few months to make it more stable and replace plug-ins which are becoming obsolete. She also reported on the latest Google Analytics, which continue to show that we have had a significant increase over last year in the use and amount of time spent on the site by our members.
- Newsletter - John commended Mary Ann on a very successful Winter Newsletter, one of our best ever. We discussed issuing a Spring Newsletter in May that would preview the summer general meetings and would include some articles that were unable to be included in the Winter Newsletter.



IV. New Business – Items for Discussion

- 2017 Annual Membership Survey – Kimberly Patterson

The BLTA annual survey was sent out in March by email in an online format using Survey Monkey. Approximately 50% of the survey recipients have already responded, but there are still a number of unopened emails. We discussed ways to send reminders to all the non-responders.

- Little Free Library Boxes – Mary Ann Crutchlow

Mary Ann commented on the current Little Free Library (LFL) box at the Post Office. It has been very well received and is currently at full capacity. Our second LFL box, which was approved by the Borough Council, is near completion. The second box is larger than the current box and will be used for adults and teens. The current box will convert to a box for children's books. We anticipate that the Sandpaper will publish another story once the second box is installed.

- Treasurer Report on Financial Controls and Documentation – Bill Chernelich

Bill presented a number of proposed changes to the by-laws detailing the procedures and controls in place for the BLTA financial processes, and for documentation and preservation of the financial books and records. The by-law changes will formally document our current procedures, and will be part of the proposed by-law changes being prepared for approval at the general meetings.

- Directors and Officers Insurance – Bill Chernelich

Bill presented a proposed Directors and Officers insurance policy for BLTA Board members. This is standard for nonprofit boards. The Board discussed and approved the purchase of the policy.

- BLTA By-Laws Proposed Changes – John Tennyson and Jim Slyfield

As we discussed at our January meeting, Jim is in the process of reviewing the BLTA by-laws and obtaining comments from the Board. Jim presented a number of proposed changes, in addition to the proposals submitted by Bill regarding the financial records and controls. The Board discussed the proposed changes submitted so far, which relate primarily to clarifying our membership criteria, Trustee participation and term limits, meeting dates, and dues. A formal list of all proposed changes will be approved



by the Board at the May meeting, and then will be presented to the BLTA membership at the June general meeting.

o Online Database Management System

John gave a detailed presentation of our current excel-based database management system, which is used to track membership information. At our January meeting, the Board discussed the possibility of going to an online membership program. In order to fully appreciate what we currently have, a detailed demonstration was given, showing all of the current features and benefits. There are essentially 3 choices; a manual system, our current database or an online system that might require significant funds to operate. It was agreed to explore online systems in the Fall of the current year.

V. Adjournment

The meeting was adjourned at 12:25.

Recorded and submitted by:

Tom Zesk
Recording Secretary
April 17, 2017

DRAFT