

**Highlands Business Partnership
Regular Meeting of the Board of Director's
January 27, 2005
Henry Hudson Regional High School**

Executive Session

Carla Cefalo-Braswell (CCB), HBP President, called the regular meeting of January 27, 2005 to order at 7:20 p.m. There was a meeting quorum for action.

Executive Session was closed by a motion by John Koenig, second by Bill Weber with all in favor the session was closed at 7:45 p.m.

Public Session

Carla Cefalo-Braswell called the public session of the HBP Board of Directors to order at 8:15 p.m.

Meeting attendance: P = present A = absent

L. Bodnar-Nolan	A	S. Beim	P	R. O'Neil	A	E. Sousa	A
C. Cefalo-Braswell	P	J. Koenig	P	A. Parmelee	P	J. Urbanski	A
J. Cosgrove	P	M. Kovic	A	F. Rosiak	P	F. Rosiak	P
B. Weber	P	K. Lustig	A	AJ Solomon	A	J. Wicklund	A

50% = quorum (8/16)

Eight were in attendance for quorum

Additional Committee Members in attendance were: VIC Chairs Marcia Shaya and Nancy Thomas.

HBP BOD Minutes of the November, 2004 Meeting

Minutes were reviewed and a motion by John Koenig and second by Fred Rosiak to accept the minutes into the corporate record. With all in favor the minutes shall be included in corporate records and added to our Website for public access.

Treasurer's Report

The Treasurer's Report as of January 127, 2005 was read. A motion was made by John Koenig to accept the Treasurer's Report and second by Scott Beim. With all in favor the Treasurer's Report shall be included in corporate records. The P&L statement given to Board dated December 31, 2004.

Committee Reports

Executive Committee – The exec committee gave report of hiring process and candidate chosen for new HBP Business Advocate. A motion was made by Anne Parmelee and second by Fred Rosiak to hire the chosen candidate. The new HBP advocate, Michele Pavacich will begin February 15, 2005 and will be available at the HBP desk located at 140 Bay Avenue. The hours of operation will be Monday – Thursday from 9:30 am to 3:30 PM. In addition all monthly committee meetings and board meetings will be part of her responsibility. The purchase of new PC for advocate was approved with a \$500. limit. The resignation of Ms. Lisa Kochanik, Transcendence Spa was read into record. A motion was made by Carla Cefalo-Braswell to amend the by-laws so that a business owner does not have to wait a year before being able to serve the HBP Board. Second by Fred Rosiak, the board moved to have Anne Parmelee research and recommend for annual mailing to change the by-law.

Visual Improvement Committee**Nancy Thomas, Committee Co- Chairs****Design Maintenance Beautification Capital Improvements**

Nancy Thomas presented updates on the VIC projects and plans for Spring Maintenance.

Economic Development – Fred Rosiak & Scott Beim

The HBP Exec committee previously added Mr. Scott Beim to co-chair the ED committee with Fred Rosiak. Scott Beim gave an update of the water taxi plan, which described the taxi stands with beautification ideas to be put in place at each location.

Special Events – Carla Cefalo-Braswell

Carla Cefalo-Braswell gave an overview of the event calendar for 2005 with a date change for the Oktoberfest. Discussions of the St. Pat's Parade progress were given and plans for a Grand Marshall discussed at length. The parade will double in size and 6 piper bands have been negotiated. The VIC committee will assist in decorating for the parade.

Marketing & Communications Committee –Carla Cefalo-Braswell for Eddy Sousa

The current draft version of the Video script was distributed. Some additions were made and some corrections were revisited. The FINAL revisions will be forwarded to the Production Company and video should be released end of March or mid-April.

The meeting was adjourned at 9:45 p.m. by a motion from Scott Beim, second by Mr. Fred Rosiak with all in favor the meeting was adjourned.

Next meeting of the HBP Board of Directors is:

The ANNUAL MEETING and Election, March 24, 2005 7PM at HHRM Music Room.

Submitted by: Carla Cefalo-Braswell – HBP President