

Board Meeting Minutes

Hoboken Business Alliance, Inc.

January 7, 2020

Call to order/Roll Call Announcements- 4:45pm

Present: Hany Ahmed, Greg Dell Aquilla, Edyta Espasa, Dian Fini, Eugene Flinn, Stephen Marks, Chris Mazzola, Carol Swift, Councilwoman Tiffanie Fisher

Absent: Donna Garban, Armando Luis, Meghan Lukin,

Also Present: Stuart Koperweis

Presidents Report

E. Flinn spoke about the status of the agreement with Economic Development Strategists, LLC. There seems to be a concern regarding the word “interim” and the implications of using such as a title for the Executive Director. A conversation took place and **S. Koperweis** noted the perception this would create in working with potential vendors, city officials and other city organizations.

There was also concern with the verbiage that the Board should be looking for a full time ED, with complete undivided attention/capacity and commitment to Hoboken. Further conversation took place where there is a 30 day out clause which should suffice. And there was conversation that the full board should be aware of the agreement. It was also noted that an agreement should be top priority.

MOTION: C. Mazzola/Second, H. Ahmed – that the word “interim” be removed and the executive committee should finalize contract. 8 For; 1 Against. APPROVED.

Next was a discussion on board proceedings and committee reports. All should be reviewed by the full board after recommendations by the committees.

Treasures Report

N/A

Committee Reports

N/A

Old Business

Election of Board Members – Staggered Terms

At the October 24, 2019 meeting staggered terms for board members were set forth. The following board members were nominated for a one (1) year term effective January 1, 2020:

Greg Dell Aquilla, Edyta Espasa, Carol Swift.

MOTION to elect the nominations above: D. Fini/Second, G. Dell Aquilla - APPROVED

Election of Officers

The following were nominated to serve as officers of the corporation:

President – E. Flinn

V. President – D. Garban

Treasurer – D. Fini

Secretary – A. Luis

MOTION: to approve nominations of officers – C. Mazzola/second, G. Dell Aquilla - APPROVED

Meeting Schedule – first Tuesday of Month

It was confirmed that the first Tuesday of each month shall be board meetings at 4:30pm.

MOTION: C. Swift/second, D. Fini - APPROVED

Priority Items for 2020

The following items were confirmed as priorities for 2020: Branding (interview firms); Retail Market Analysis (Set up meeting with JGSC Group); Holiday Seasonal Decorations (RFP); Seasonal Plantings (RFP) (ie: Memorial Day, Mother’s Day); Calendar of Events city side and non-city, (HBA to act as advocated for businesses during Arts/Music Festival) (S. Koperweis is to follow up with City to obtain list of events both city and non-city sponsored); Retail Program (to be determined).

There was also discussion to regarding the sensitivity of the HBA and how it is viewed within the City. Thus it was suggested to add Government Relations/Communications to the list.

MOTION: H. Ahmed/second, G. Dell Aquilla – C. Mazzola abstained – APPROVED.

Committees – Chairs and members

Marketing: S. Koperweis reviewed the members of the committee: **C. Mazzola, A. Luis, D. Fini, C. Swift, G. Dell Aquilla; with C. Mazzola as Chair**

MOTION: G. Dell Aquilla/second, D. Fini – APPROVED.

Visual: S. Koperweis reviewed the members of the committee:

C. Swift, H. Ahmed and M. Lukin, E. Espasa, C. Mazzola; with C. Swift as Chair.

MOTION: E. Espasa/second, G. Dell Aquilla – APPROVED.

Board Procedures – S. Koperweis reviewed board procedures regarding committees:

Committees are to meet and present actions for full board consideration, review and vote. Next, **S. Koperweis** reviewed and handed out a Conflict of Interest Policy form for all board members to fill out, it is part of the not for profit filling.

Hardship Policy – Need to set up a committee to meet and hear requests. **S. Koperweis will follow up.**

Startup Funding – Credit Line is in the process of being completed with BCB Bank, it should take about 20-25 days for a \$50k line.

There are two (2) signatures required on checks. **S. Koperweis** suggested four (4) signors, in the event that one or two people are unavailable. **Need to get two others to fill out forms.** Regarding fiduciary responsibility, it was made clear that there will be a Bank Reconciliation attached to monthly financials, also any expenditure over \$500 needs board approval, and there is an audit at the end of every year.

Office - S. Koperweis noted that we need to set up an office immediately. After conversation regarding renting from the Hoboken Business Center, on a month to month basis, it was agreed. **MOTION: C. Swift/second, T. Fisher – APPROVED, with G. Dell Aquila abstained, and E. Flinn opposed.**

Web Site/Domain: it was confirmed that the email address should be Office@HobokenBusinessAlliance.com. **S. Koperweis** has secured the domain name and will set up email account.

New Business
No new business

Public Session
N/A

Next Meeting March 3, 2020