

**MAIN STREET HIGHLAND PARK
BOARD MEETING MINUTES
November 19, 2008**

Board members present: B Taxman, W. Deutsch, M. Pomerantz, C Cadmus, A. Reiss, W Rogers, B Hutkin, M Sherman, S Hambro

The board was called at 6:30 pm for a closed session to discuss and act on the following items

The requirements for the position of executive director were discussed. MSHP has been without an executive director since July 2008, and the need to replace this position, both from a practical perspective, and a Main Street New Jersey position, is imperative. A discussion of various options occurred. The consensus was that James McCrone has filled the role of this position in an acting capacity since July, and that his desire for the job, the abilities that he has shown, and the background in his resume would indicate that he is a strong candidate. A motion was made to promote James McCrone to the position of Executive Director. Motion passed unanimously.

The board entered open session at 7:00 pm, with the following non-voting members joining the board members listed above:

P. Millett, D Beers, P. Linares D. Walker, Grassman

1. Duane Beers, Chamber of Commerce President, has advised that the Chamber will be going dormant as of the end of this year, due to a lack of interest. The Chamber would like to turn over the Street Fair function to Main Street to continue this event, and introduces Darryl Walker to the Board, from Streetfairs.org. Darryl has run this event for the past 3 years and will be contacting the promotions chair to discuss the upcoming event.
MOTION- Main Street Highland Park will take on the duties and responsibilities for the Highland Park Street Fair for the year 2009, and going forward as they see fit, and will continue the program with Streetfairs.org. This motion was carried unanimously.
Main street Highland Park would like to recognize the assistance of the Chamber, and will continue the tradition of the Street Fair. The Chamber also turned over the profits of the past two years Street Fairs to Main Street Highland Park for use in events as they see fit.
2. The position of Organization Chair will be vacant as of the end of the year. The committee has been asked to consider Paul Linares, to replace Larry Kling in this position.
MOTION: To nominate and appoint Paul Linares to the position of Organization Committee Chairperson, with all voting privileges attached (Hutkin/Hambro)
Motion carried unanimously.

3. Discussion on budget and audit.

The draft of the audit has been provided to the executive committee for review. A clean opinion is indicated. There remains some discussion regarding 2007 fiscal year, and whether the organization has received all funds that were to be provided by Highland Park. There may be a need to amend tax returns from prior years. The executive committee will review the arrangement with the outside bookkeeping firm, as it does with all contracts.

The 2008 budget and year to date cash flows were presented. 2009 preliminary budget was presented. There will be escrow built into the budget, for a fund to cover the D-Biz loan anticipation. The contracts of event planners have not been renewed; however we have placed consideration for a part time employee to assist with the peak event planning in the summer. The budget currently has a \$23,000 surplus, plus the ability to place \$15,000 in escrow.

The possible expansion of the BID to include Woodbridge and Raritan Avenue's would add income of \$42,000 under current bid arrangements. (Raritan Ave \$25,000 and Woodbridge \$17,000). The board needs to determine by January what the intent is for 2009. The concern remains whether value can be provided, and whether the incremental cost to the business owners justifies this effort.

4. COMMITTEE REPORTS

Design Committee-

The sign ordinance is still under review. The only commitment of CDBG money that we are obligated to is for Julia Im.

Promotions Committee-

Holidays in the Park is on the schedule for 3 Thursdays in December, Carriage's have been arranged for 12/11/08.

ER Committee

The WEB presence will be the focus for 2009 and how we can use it to support shopping initiatives. The committee will be looking to consolidate web sites going forward,

Organization

We welcome Paul Linares and will get him up to speed. We will also look to recognize and show appreciation for Larry Kling at the December meeting.

5. Minutes of prior meeting were submitted and approved.

Meeting Adjourned 9:00 pm

Respectfully submitted,

Walter Deutsch