



Barnegat Light Taxpayers' Association

Barnegat Light Taxpayers' Association

Post Office Box 342

Barnegat Light, NJ 08006

Trustee Meeting, December 12th, 2015

Barnegat Light Borough Hall

9:00 am to finish

- I. Call to order.
Opening remarks.
- II. Approval of the minutes from the last meeting.
- III. Reports:
 - Treasurers Report (on the Web Site).
 - Membership Report (on the Web Site).
 - Open Space Report.
 - JCTA Report.
 - Borough Council Report.
 - Communications:
 - A: Newsletter (timeline for submission of articles).
 - B: Web Site.
- IV. New Business.
 - Resident Suggestions/Comments (handout).
 - Committee Assignments/Tasks for 2016.
 - Membership Survey Questions.
 - Voter Registration
 - Other new business items.
- V. Adjournment.

BLTA Treasury 2015

	2014 Year	January	February	March	April	May	June	July	August	September	October	November	Year to Date
Income													
Dues Accounts 4358/5074	8,085.00	80.00	20.00	4600.00	1760.00	740.00	80.00	260.00	20.00	20.00	80.00	0.00	7660.00
Bad Check from Dues	-20.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Donations to BLTA				100.00	580.00	540.00	0.00	20.00	0.00	0.00	0.00	0.00	1240.00
Refund from USPS on Bulk Post Permit							151.01						151.01
Interest Total	1.98	0.10	0.15	0.20	0.10	0.15	0.16	0.25	0.17	0.10	0.17	0.17	1.72
Account 2712	1.20	0.10	0.09	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	1.09
CD	0.78	0.00	0.06	0.10	0.00	0.05	0.06	0.15	0.07	0.00	0.07	0.07	0.63
Total Income	8,066.98	80.10	20.15	4700.20	2340.10	1280.15	231.17	280.25	20.17	20.10	80.17	0.17	9052.73
Expenses													
2014 Year	January	February	March	April	May	June	July	August	September	October	November	YTD	
Upgrade Go-Daddy Account	83.76												83.76
John Tennyson-Postage			13.60					97.24				8.00	118.84
US Postmaster-Newsletter Postage			370.00										370.00
USPS PostBox Yearly Rental Box 342							60.00						60.00
Old Hights Print Shop-Newsletter			1,708.93					232.83					1941.76
Old Hights Print Shop-July Postcard								101.34					101.34
Kim Patterson-Computer Training				175.00									175.00
How You Brewin-Meeting Coffee/Donuts					120.00				120.00				240.00
July Meet and Greet Food/Supplies								252.36					252.36
Ed Ebenbach-Sound Equipment								595.01					595.01
Alan Thomas-Sound Equipment								452.96					452.96
Donation to First Aid Squad-Room Use												400.00	400.00
Total Expenses	6,749.65	83.76	2092.53	175.00	120.00	1378.04	60.00	353.70	120.00	0.00	0.00	408.00	4791.03
Net Income	1,317.33	-3.66	-2072.38	4525.20	2220.10	-97.89	171.17	-73.45	-99.83	20.10	80.17	-407.83	4261.70
Total Assets													
2014 Year	January	February	March	April	May	June	July	August	September	October	November	YTD	
20,779.22	20,775.56	18,703.18	23,228.38	25,448.48	25,350.59	25,521.76	25,448.31	25,348.48	25,368.58	25,448.75	25,040.92	25,040.92	
Savings Account 2712	5,883.20	5,883.30	5,883.39	5,883.49	5,883.59	5,883.69	5,883.79	5,883.89	5,883.99	5,884.09	5,884.19	5,884.29	5,884.29
Checking Account 4358	5,574.34	5,570.58	3,498.05	6,623.05	8,843.05	8,745.01	8,916.02	8,842.32	8,742.32	8,762.32	8,842.32	8,434.32	8,434.32
Checking Account 5074	7,200.00	7,200.00	7,200.00	8,600.00	8,600.00	8,600.00	8,600.00	8,600.00	8,600.00	8,600.00	8,600.00	8,600.00	8,600.00
CD	2,121.68	2,121.68	2,121.74	2,121.84	2,121.84	2,121.89	2,121.95	2,122.10	2,122.17	2,122.17	2,122.24	2,122.31	2,122.31
Increase in Assets	1,317.33	-3.66	-2,072.38	4,525.20	2,220.10	-97.89	171.17	-73.45	-99.83	20.10	80.17	-407.83	4,261.70
Expense Categories													
2014 Year	January	February	March	April	May	June	July	August	September	October	November	YTD	
Printing	4,530.46	0.00	1708.93			232.83		101.34					2043.10
Postage	1,117.24	0.0	383.60			97.24						8.00	488.84
Computer Support	50.69	83.76		175.00									258.76
Meeting Refreshments	424.83	0.00		120.00				252.36	120.00				492.36
Advertising of Meetings	136.43	0.00											0.00
P.O. Box Rental	58.00	0.00					60.00						60.00
Donations	400.00	0.00										400.00	400.00
Sound Equipemnt								1047.97					1047.97
Other	32.00	0.00											0.00
Total Expenses	6,749.65	83.76	2092.53	175.00	120.00	1378.04	60.00	353.70	120.00	0.00	0.00	408.00	4791.03

BLTA MEMBERSHIP INFORMATION

Total members: 472
including Paid members: 377 with 274 renewals, 103 new members
including Lifetime members: 95 with 76 verified

Number of members who are BL
residents: 91

OTHER LIST INFORMATION

Interested Party Listings: 5
Government Contact Listings: 2
Total E-Mail Listings: 720
Non-member Email listings: 214
Total Member E-mail listings: 506 for 408 members
Lifetime E-mail listings: 91 for 76 members
Paid Member E-mail listings: 415 for 332 members

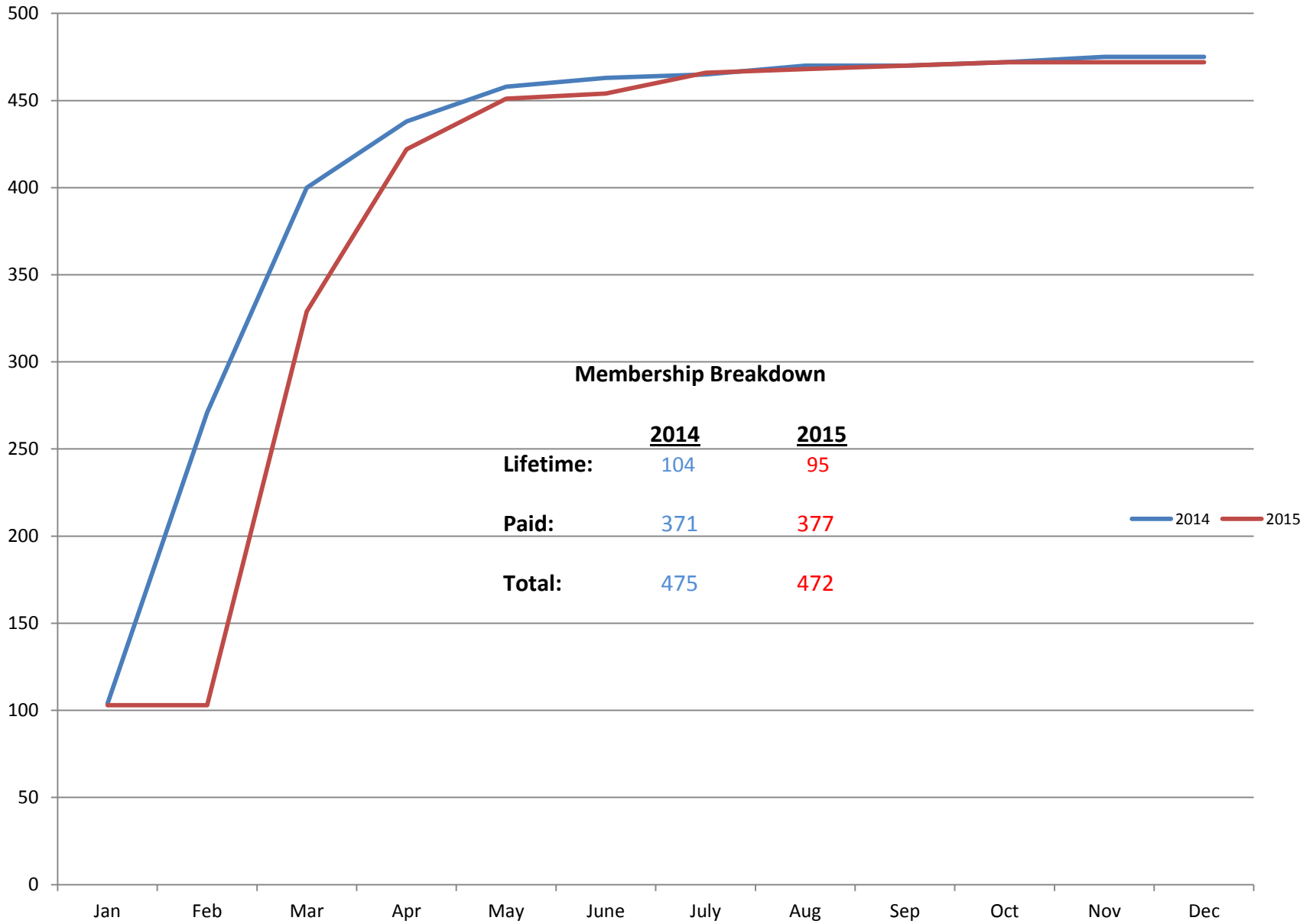
Total Listings: 1,314

BLTA ORGANIZATION INFORMATION

Officer Listings: 4
Trustee Listings: 5
Ex-Officio Listings: 6
Committee Listings: 1

Data as of: 12/4/2015

TOTAL MEMBER COUNT



Membership Breakdown

	<u>2014</u>	<u>2015</u>
Lifetime:	104	95
Paid:	371	377
Total:	475	472

— 2014 — 2015

Note to BLTA trustees
From Mary Ann Crutchlow
re: newsletter

11/20/15

Just a reminder that we will need to begin thinking about the BLTA winter newsletter and who will be writing which articles. I have looked over the two publications from last year - in addition to the President's Letter they included articles on

- Open Space Committee
- First Aid Squad
- Mayor and Council meeting schedule
- Marine Mammals
- Website / Fridge Card
- About Town feature including points about Jr. Lifeguard in Training program application, beach badges, tennis courts, dog park and other issues going on around town
- Membership
- BLTA Expenses chart
- Request for volunteers to serve as Trustees for BLTA

An article on the new Little Free Library box will be added.

Open Space article should include status and plans re: Coast Guard property.

This year we would like to set things up in a way that might draw in new members for the Association.

In addition to an article encouraging people to join we should think about a separate article about the member survey for 2016 including a brief summary of what we learned from the 2015 survey, a description/explanation of the items that will be included in the 2016 Survey (we should finalize what will be included at the Jan 16 meeting), and what we intend to do with the results of the survey.

Timing:

The goal is to get the newsletter back from the printer and ready to mail, both snail and e-mail, by February 1. With that in mind the following schedule seems reasonable:

- All articles emailed to me by January 15 (macrutch@gmail.com)
- Discuss final details at BLTA trustee meeting on January 16
- Work on layout January 18-21.
- To printer by Friday, January 22.

Any thoughts any of you might have as all this develops would be welcome. As someone once said, it does "take a village."

OPEN SPACE COMMITTEE

Chairperson:

Barbara Truncellito

Members:

John Tennyson

Purpose:

Keep informed of the progress being made by the Town appointed committee and the impact of committee decisions on Barnegat Light taxpayers

Duties/Responsibilities:

Attend Open Space Committee Meetings and communicate information to BLTA Officers, Trustees and Membership and solicit feedback

Key Milestones/Tasks:

Due Date

Status

1. Attend all Open Space Committee Meetings and communicate information to BLTA Officers, Trustees and Membership
2. Other Milestones/Tasks that may arise

As Scheduled
TBD

NOMINATING COMMITTEE

Chairperson:

Open

Members:

All Trustee's

Purpose:

The Nominating Committee shall be appointed by the President and shall nominate the officers and trustees for the ensuing year. The Nominating Committee shall report its slate of nominees at the July meeting

Duties/Responsibilities:

- Identify, interview and present potential officer and trustee candidates
- Present its recommended slate of nominees to all BLTA members at the July Meeting

Key Milestones/Tasks:

Due Date

Status

1. Present the Committee's potential slate of Officers and Trustees to the current Officers and Trustees at the June Trustee Meeting.
2. The Committee shall report its slate to the Membership at the July Meeting (nominations from the floor may also be made at The July Meeting
3. The Committee shall present its slate to the Membership for a vote At the September Meeting
4. Other Milestones/Tasks that may arise

June General Meeting
July General Meeting
September General Meeting
TBD

JCTA COMMITTEE

Chairperson:

John Tennyson

Members:

Purpose:

Represent Barnegat Light on the Joint Council of Taxpayers' Association of LBI and to insure Barnegat Light's voice is heard and its' position on issues is understood at these island-wide taxpayers meetings

Duties/Responsibilities:

- Attend monthly JCTA Meetings
- Report issues to BLTA Trustees and others, as appropriate, and solicit feedback

Key Tasks:

1. Attend monthly JCTA Meetings
2. Report issues or items of interest to BLTA Officers and Trustees

Status

On-going

On-going

MEMBERSHIP COMMITTEE

Chairperson:

Ed Ebenbach

Members:

Purpose:

The Membership Committee is focused on the maintenance of the membership roster and growth of the organization.

Duties/Responsibilities:

- Maintain an accurate and up to date membership roster
- Data Base entry/Monitor Post Office Box
- Monitor returned mail and bounced emails
- Generate labels for all mailings
- Other duties as assigned

Key Milestones/Tasks:

1. Maintain an accurate and up to date Membership roster/ mail pick up and entry
2. Generate labels for all mailings
3. Email all meeting notices and announcements:
 - Special announcements will be emailed out on an as needed basis
 - Provide membership table at general meetingsOpen and set up meeting sites for General Meetings.

Due Date

Monthly

As needed

TBD

Status

On-going

On-going

COMMUNICATIONS/PUBLICITY COMMITTEE

Chairperson:

Mary Ann Crutchlow

Members:

Barbara Truncellito

Purpose:

The Communications Committee is responsible for all media information, BLTA promotion, and assist with all membership communications and events

Duties/Responsibilities:

- Create, assemble and edit BLTA Newsletters and mailings
- Email all meeting notices and announcements
- Publicize all meetings and events in appropriate mediums (signboard, newspaper, website, flyers, etc.)
- Contact Local Press for coverage of meetings and important announcements.

Key Tasks:

- | | <u>Due Date</u> | <u>Status</u> |
|---|------------------------|----------------------|
| 1. January Newsletter | February | |
| 2. May Newsletter | TBD | |
| -One Page contains reminders of upcoming BLTA Events, Meeting Dates, Borough Events, etc. | | |
| -Membership Cards are sent to those who have not renewed from the last year | | |
| -Newsletter should be emailed to our Go Green Members | | |
| 3. Print, label and mail all BLTA mailings | As needed | |
| 4. Publicize all meetings and events in appropriate Mediums (postcards, PO, Bank, website, signboards (North Beach/Borough), newspapers, newsletters, email, etc. Develop new signage for placement around town.
Contact Boro regarding Announcements for outdoor signage. | | |

EVENTS COMMITTEE

Chairperson:

Alan Thomas

Members:

Purpose:

The Events Committee is responsible for scheduling and overseeing all BLTA Events, including, but not limited to; General Membership Meetings.

Duties/Responsibilities:

- Reserve space for all meetings at the First Aid Squad Building.
- June 2016, July 2016 and September 2016.
- Open and set up sites for General Meetings.

Open Committees

1. Food coordinator – secures Coffee/Donuts and lite lunch for General Meetings.
2. Parade coordinator – Proudly displays and carries Banners in the two Boro Parades.
3. Marketing coordinator – develops marketing campaign to increase membership for 2016.
4. Speaker Series coordinator – develops, secures, invites and make sure they get there on time.