

**Board of Trustee Annual & Regular Business Meeting
February 7, 2013
Columbia Bank
14-01 River Road
Minutes**

Attendance: Trustees in attendance Herrmann, Kellerman, Kleinberg, Melissas and Noorigian (5). Borough Liaison Swain (1) Staff in attendance: Smartt, Anemoyanis and Davis (3).

Unable to Attend: Belferman, Kuiken Landzettel, Levine, Malkin, Michelotti, Simon and Wrubel (8) Borough Liaison Metzler (1)

Call to Order

Rick Kellerman called the meeting to order at 8:30 a.m.

Welcome Guests

There were no guests in attendance.

RRIC 2013 Borough Liaisons - Borough Resolution 29-2013

All received a copy of the Borough Resolution noting the Boroughs appointments as follows for 2013:

- BIC: Councilmember Trawinski
- EDC: Councilmember Cosgrove & Councilmember Peluso {Co-Liaisons}
- RRIC: Councilmember Swain

The RRIC forwarded a letter to the Mayor and Council congratulating Mayor Cosgrove on his election as Mayor and wishing the Borough Council members good luck in the coming year. A copy of the letter was provided to all trustees.

2013 Volunteer Economic Development Administrator – Borough Resolution 41-2013

All received a copy of the Borough Resolution noting the appointment of Don Smartt as Volunteer Economic Development Administrator for Fair Lawn for 2013. This is the 5th year of his service in this capacity.

Administration

Minutes of the Board of Trustee Meeting of December 6, 2012

The Minutes of the December 6, 2012 Board of Trustee Meeting were deferred until the April 4, 2013 Board of trustee Meeting.

Minutes of the Executive Committee Meeting of January 3, 2013 – For Information

The Minutes of the January 3, 2013 Executive Committee Meeting were provided to all.

Financial

February 7, 2013 Financial Report & Voucher Register

The February 7, 2012 Financial Statement and Voucher Register were reviewed and accepted as presented by Treasurer Rick Kellerman.

2013 Budget Adjustments

Based on the direction determined at the RRIC Executive/Marketing Committee on January 3rd, Rick noted the following RRIC 2013 budget expense program adjustments:

- Account 4000- Promotional/Marketing/Unobligated: from \$45,800 to \$26,842 (- \$18,958)
- Account 3300- Pole Painting: from \$0 to \$4,000 (+ \$4,000)
- Account 4550 – Holiday Window Painting: from \$0 to \$3,750 (+ \$3,750)
- Account 4902 – Institutional/Co-op Advertising: from \$3,792 to \$15,000 (+ \$11,208)

Borough Liaisons Report

Lisa Swain provided the following updates:

- Maple Avenue Intersection - advised that the borough has communicated with the county our intention not to fund further redesign of the Maple Avenue/River road intersection. Noting preliminary information from the county is that they will move forward with the project as per the last design. This last design does not have a right turn lane from River Road onto Maple Avenue.
- Perfect Pita Dumpster – complaint being addressed
- Police Traffic Enforcement - increasing
- Traffic Calming near George Street – her recommendation to Council
- Green Team Pound for Pound Program – to be posted on the RRIC website by Angela

Programs/Committee Report

Nominations Committee

Annual Elections

It was noted that this was the Annual Meeting of the RRIC Board of Trustees and that in the absence of a quorum the Executive Committee/Nominations Committee had directed Rich to poll the trustees for an ‘Electronic Vote’ to affirm the Executive Committee’s recommendations in terms of the reappointment of Slate ‘B’ trustees and the election of Officers as noted below. . {Subsequent to the meeting the electronic polling of the trustees affirmed the reappointment of the trustees noted as well as the election of officers and Members-At-Large by a vote of 8 YES, 0 NO and 5 NO RESPONSE}

Slate ‘B’ Trustee Reappointments

The reappointment of Slate ‘B’ trustees as follows for a three-year term that expires in February 2016:

- Felix Belferman
- Douglas R. Kuiken
- Robert W. Landzettel
- Richard Noorigian

Nomination & Election of Officers & Executive Committee Members At Large:

The following were nominated at the December 6, 2012 Board of Trustee Meeting for 2013 Officers and members- At- Large:

AUTHORITY	2013 Officers
Officers (6)	Officers (4)
President	Robert W. Landzettel
First Vice President	Arthur M. Levine
Secretary	Todd Malkin
Treasurer	Rick Kellerman
At-Large Members (5)	2013 At-Large Members
	Irv Kleinberg
	Charlie Wrubel
	Barbara Simon
	Rich Noorigian
	John Melissas

Marketing/Promotions

2013 Marketing Program

Website Maintenance & Hosting: Muse Marketing Group – Angela Anemoyanis

Don introduced Angela Anemoyanis of Muse Marketing Group who has assumed responsibility to website maintenance and hosting for 2013. Angela provided all with a copy of the RRIC 2013 Marketing Report and reviewed the report with the trustees.

Public Relations: Vince Baglivo

Don reported that Vince Baglivo will continue providing Public Relations Services to the RRIC for 2013.

2013 Marketing Program

New Banner Program

Don reported that the RRIC banner program has provided \$9,990 in contributions and sponsorships and that Don will continue to work with Bob Landzettel, Charlie Wrubel, and Lisa Gates on the location and placement of the new banners.

Development Review

Don reported that Hadco/Kem has submitted documentation to the Fair Lawn Zoning Board and that the RRIC has received a copy of the voluminous documents. Rick Kellerman – having a central River Road location – was provided with the documents. Don will advise all RRIC

trustees that if they wish to review the filed documents in advance of the February 25th Zoning Board Meeting that they should contact Rick Kellerman.

NJMG/RRIC 2013 Promotional Agreement & RRIC Co-op Ad Flyer/NJMG Representatives

All received a copy of the RRIC cooperative advertising flyer as well as a copy of the NJMG/RRIC Promotion Agreement for 2013 as well as a packet of L'Chaim Magazine information.

The trustees met with Ellen Zitis, NJMG Director of Advertising, and Marc McGuigan, NJMG Director of Internet Sales.

New Business

There was no new business brought before the Board.

Board Meeting Schedule

Executive/Marketing Committee Meeting: Thursday, March 7, 2013 at 8:30 A.M. Columbia Bank

Board Meeting: Thursday, April 4, 2013 at 8:30 A.M. Columbia Bank

Public Comment

There was no public comment.

Adjournment

The Board of Trustee Meeting adjourned at 10:00 a.m.

Respectfully submitted,

Rich Davis