

Boston Harbor Association Board Meeting March 3, 2025

Home of Larissa James

Agenda

1. Meeting called to order at 5:08 pm by Larissa James, President

Welcome to Mindy & Ed all members were taught and coached to use Microsoft Teams for internal communications.

1. Approve previous meeting minutes- Kim motioned to approve the February Minutes, Nancy seconded, some adjustments were added by email and minutes approved.
2. Treasurer Report- \$6553 in the bank- hasn't paid Board Insurance yet
3. Officer's decisions - Officers stay the same
 1. President: Larissa James
 2. Vice President: Kate Gervais
 3. Treasurer: Nancy Brown
 4. Secretary: Jackie Ashley
4. Annual Meeting Recap & Action Items -
 1. Kim to follow-up on Cell Tower Question
5. Environmental committee update
 1. 16 people signed up for email updates during the annual meeting
 2. Nancy, Scott, & Kim: What do they want to do this year? Kim will get meeting scheduled.
6. Utilize QuickBooks payment option? - Yes Scott moved - Kim 2nd - no upcharge now - reevaluate in a couple months.
 1. How do these rates compare to PayPal? - 3.9%

	QuickBooks	Square	Stripe
Cards & digital wallets ⓘ	2.99%	3.3% + 30¢ No PayPal or Venmo	2.9% + 30¢* No PayPal or Venmo
ACH bank payments ⓘ	1%	1% (\$1 min)	1.2%*
Card reader ⓘ	2.5%	2.6% + 10¢	2.7% + 5¢
Keyed-in cards ⓘ	3.5%	3.5% + 15¢	3.4% + 30¢

2.

1. 2025 Yearly Planning- Board Meeting Dates to remain the first Monday of each month 6 to 7 pm: 4/7, 5/5, 6/2, 7/7, 8/4, 9/8, 10/6. 11/3, and 12/1. Jan. 5, 2026 Feb. 2, 2026 and Feb 18th, 2026 for the Annual Meeting.
- July 3 Party & Bike Parade- still waiting on confirmation from Burfoot Park Manager.
 - Fundraising ideas- Mindy
 - Hands across the Harbor
 - Business sponsorship of various activities/ games
 - Shoe drive- or along with Garage Sale?
 - Wrist bands for entry
 - John will assist with road closure permits etc. for bike parade
 - Banner for no fireworks show this year - put up first of June - potential for Utilities lit sign on the 3rd for no fireworks from Public Works
- Annual Garage Sale - 2nd weekend Aug. 9 - 10
- National Night Out - Aug 5, 2025 (Tuesday)
- September BBQ - Sept 19-21?
- Earth Day - April 19 (official) - Saturday April 22 Main shelter reserved - garden clean up - recognize Sam one of the scouts. Commissioner will be

there. Kim will put together a small budget & will ask Fred Meyer again for donation.

- Trash Pickup - July & January 24, 2026 Saturday
 - Ivy Pull - Adjust for dry summer schedule. Larissa to delete dates on website for July - Sept
 - Neighborhood BBQ @ Marina 9/20 or 21 include promotion of the Annual Survey - September - report the results in October
 - Postcard Schedule - Send paper flyer instead of Postcard - How much is postage? How much is printing? Get a permit to do a non-profit mailing expense?
 - Twice a year potentially instead of 3x year- opportunity for sponsorship highlight
 - Send Summer & Fall or quarterly
 - Fundraise for postage
 - Send newsletter via postal mail in addition to electronic
 - Newsletter Schedule - bimonthly - nonprofit printing options? Kim will check how much to do a 2 page color printing
 - Create financial proposal for postcard vs newsletter
 - Larissa to get postage cost - 1 page folded & 11x17 costs & postcard cost
 - Weekly walk the Loop - Put on FB & ND & Kim add to the newsletter- Volunteers to lead this?
 - Invasive Species Day - Educational day - how to get out of your yard - have dumpsters where people can pull the ivy out - maybe next year - potentially at Marina during off season
 - Harbor Stories - This Saturday @ 2pm - 4 pm
 - Other ideas from annual meeting
1. Other business? Create more space for public feedback - ask for input for Board Meetings

Notes

- Provide announcements on FB & ND a week before the board meeting.
- Set aside time for public comment in each meeting.
 - End of meeting
- Put sign at the Woodard Y to announce Board Meetings- Sandwich board - \$50 Kim Kelley
- Agenda item for next month: Expand BHA Boundaries
- \$1,000 in membership dues received at annual meeting. About \$6500 in bank account.
- Next meeting: Monday, April 7 6:00 - 7:00 @ Marina
- Youtube Channel - Larissa get set up

Tasks

Task	Assigned to	Due date	Bucket
Send Annual Meeting ppt to Kim	Larissa James	Fri, Mar 7	Annual Meeting
Follow up on Cell Tower Question	Kim Kelly	Mon, Mar 31	Annual Meeting
Environmental Committee Planning Meeting	Kim Kelly	Mon, Mar 31	Environment
Start QuickBooks Payment Plan	Larissa James	Mon, Mar 10	Membership
Start road closure permit process for July 3	John Payne	Wed, Apr 30	July 3
Get No Fireworks Show Banner & Signage	Jackie Ashley	Wed, Apr 30	July 3

Task	Assigned to	Due date	Bucket
Earth Day Planning & Budget	Kim Kelly	Mon, Mar 31	Environment
Select Trash Pick up Days	Scott Provost	Mon, Apr 7	Environment
Update BHA Google Calendar to remove Ivy Pull during summer months	Larissa James	Mon, Mar 31	Environment
Determine postage costs for post card vs newsletter	Larissa James	Mon, Apr 7	Communications
Get printing costs for Newsletter	Kim Kelly	Mon, Apr 7	Communications
Find volunteer to lead weekly Walk the Loop	Larissa James	Mon, Apr 7	To do
Potential invasive species day	Kim Kelly	Tue, Sep 30	Environment
Get sandwich board sign for monthly board meetings	Kim Kelly	Mon, Mar 31	To do
Set up YouTube Channel	Larissa James	Fri, Mar 7	To do

Respectfully submitted,

Jackie Ashley, Secretary

March 18, 2025