



BOARD OF MANAGEMENT MEETING
Wednesday, January 3rd, 2024 8pm
Via Zoom

MINUTES

Attending: Andrew Kennedy, Andrea Belair, Melissa Good, Pier Donnini, Rachel Stack and Lisa Mills, Coordinator

1. **Meeting** called to order at 8:07pm, Land Acknowledgement and Welcome
2. **Additions** to the Agenda
None
3. **Request** for Declaration(s) of Pecuniary Interest
None declared.
4. **Request** for motion to adopt minutes of November 10th Board Meeting
Moved by Andrew Kennedy
Seconded by Pier Doninni
Passed unanimously
5. **Chair's Report, Andrew Kennedy**
 - a) Andrew will present BIA Board and 2024 Programme to Town Council on February 12th
 - b) Board agrees that Associate Membership is not a priority at this time
 - c) Farmers' Market - Shawna and Andrew to meet to discuss location and pin down active times to have any necessary street closures
 - d) Public Art - Elyse Salon has offered the side of their building for a mural
Lisa and Amanada Monaghan (Town) are awaiting proposal from STEPS, an art activation non-profit regarding costs, access to artists, acceptability of location, etc.
6. **Treasurer's Report, Andrea Belair**
See basic budget attached.
Note: we need to complete the spending expectations before presentation to Council therefore each committee chair needs to submit their plans to Lisa and Andrea asap, please.
7. **Coordinator's Report**
 - a) Lisa will update the budget and process any invoices presently on-hand ***See attached***
 - b) Membership List - Lisa is presently reviewing list based on the Commercial Tax Roll and will ensure that property owners and tenants are aware of their membership requirements for the Tenants re: Declarations

- c) Andrew will be walking the Area with Amanda Monaghan to introduce themselves, leave business cards and Landlord/Tenant Declarations. ***Lisa will make up a small package for distribution.***

8. **Promotions and Events Report, Pier Doninni**

- a) 25th Anniversary Celebration has been moved to Southampton Coliseum
 - Town will provide \$5,000 towards BIA event for the Friday evening
 - Lisa has requested Goderich Street closure - awaiting response as at Jan 26Committee's desire is to use local bands and create a festival atmosphere
Andrea to reach out to Recklaws
- b) Family Day - Saturday Feb 17, 10am to 2pm
Family event at Coulter Parkette (booked with appropriate street closure)
 - Interactive hockey skills activations (3)
 - pancake breakfast, Queens Bar and Grill, pay as you can
 - hot beverage pop up, Rabbit Dash,
 - Window posters and social posts are in place
 - Event listed with county, RTO7 and other local event boards
- c) Easter Egg Hunt, end of March
- d) Poutine Fest, June or September
- e) Shoppers' Night, November 14th
- f) Additional suggestions: Sunday Caesar Fest, Ladies Shopping Nights, Mens Shopping Nights
Pumpkin Fest: Port Elgin Pie Auction - create a fall fair atmosphere without the agriculture component - more of a carnival feel with lots of kid events, seed spitting (and other), contests...
Encourage merchants to "Pumpkin up the savings" by have end of season sidewalk sale
From last meeting:
Melissa suggested that the car show detracts from people coming into stores as they are in the middle of the street. Could the cars park in the middle of the street leaving the curbs and sidewalks available for shoppers and merchant displays?

9. **Streetscape Report, Melissa Good**

- a) Melissa will connect with Frank Burroughs to determine what and when they look after flowers, benches, garbage receptacles, etc.
- c) Come up with a plan for Coulter Parkette

10. **Next Meeting** Date February 7, 5pm at Rosina Ristorante

11. **Future meetings** to be on the first Wednesday of each month at 8pm either in person or via zoom

12. **Meeting Adjourned** at 9:34 pm