



Southampton Business Improvement Area  
Board of Directors Meeting  
Thursday, January 23, 2025, 5:30 pm

**DRAFT  
MINUTES**

<b>Location:</b>	Southampton BIA Office, 201 High Street, Southampton
<b>Board Members Present:</b>	Sara Porter (Chair), Gurwinder Singh, Kendall Johnston-Sawyer
<b>Board Members via Zoom</b>	John Divinski, Town Council who got a booboo shovelling snow
<b>Guests:</b>	Amanda and Derek Seaman
<b>Staff Present:</b>	Lisa Mills, Coordinator and minute taker
<b>Regrets:</b>	

#	Description		Lead	Outcome
1	Call to Order	5:36 pm	Chair	
2	Land Acknowledgement	We want to acknowledge the Territory of the Anishinabek Nation: The People of the Three Fires known as Ojibway, Odawa, and Pottawatomie Nations. And further, to give thanks to the Chippewas of Saugeen and the Chippewas of Nawash, known collectively as the Saugeen Ojibway Nation, as the traditional keepers of this land.	Sara	
3	Declarations of Pecuniary Interest	None declared	Chair	
4	Additions to Agenda		Chair	
5	<b>MOTION</b>	<i>That the minutes of the October 24, 2024 Board Meeting be accepted</i>	Moved by Seconded Passed	Kendall J-S Gurwinder Singh Unanimously
6	Chair's Report		Chair	Report
		<ul style="list-style-type: none"> <li>Sara Fritzley and Amanda Deer have both regretfully submitted their resignations from the Board</li> <li>We welcome Amanda and Derek Seaman to our meeting and hope that Amanda will be joining our Board</li> <li>Melanie Myers, former BIA Board Member has indicated that she would like to join the Board in March</li> <li>Boundary Expansion - Sara will be delivering letters of intent to new members in Saugeen Twp, , in person by mid February</li> </ul>	Sara & Amanda Monaghan (Town) to finalize letter	Accepted  Board to Vote prior to next meeting “ Details attached

		<ul style="list-style-type: none"> <li>OBIAA Conference end of March in Collingwood</li> </ul>		
7	Coordinator's Report		Staff	Report
		<ul style="list-style-type: none"> <li>No report</li> </ul>		
8	Treasurer's Report		Treasurer	Report
		<ul style="list-style-type: none"> <li>On track, awaiting GL from Town to Dec 2024 so we can reconcile our 2024 spending</li> </ul>	Lisa/Town	
		<ul style="list-style-type: none"> <li>2024 and 2025 budgets attached along with list of transactions</li> </ul>	Lisa	
9	Strategic Planning and	Promotional Events		
9.1	Promo & Events		Sara	Report
	<ul style="list-style-type: none"> <li>2025 events</li> <li>2025 Promotions</li> </ul>	<p>March - Leprechaun Leap  April - Spring Fling Wine &amp; Cheese Festival  July - Bingo event at Marine Heritage Festival  August - Shindig on High Street  October - Live at the Lake - awaiting results of poll. P&amp;E will determine how best to build on this event  November - Sparkles  November/December - Christmas at the Shores with Port Elgin BIA includes separate tree lightings, weekend of craft and artisan fairs, ladies sip and shop evening, mens shop and game day  Festive Fridays - Horse Drawn Wagon Rides  Santa Summit - 3rd Annual</p> <p>- Monthly themes on social supporting local shopping and dining and featuring still and reels of our member businesses  - More photography on January 25th  - February - Love at the Lake theme for socials  - May - Outdoor shopping theme for socials  - April or May - Member Social Bingo Night at 797  - November - Savour Southampton promoting our restaurants</p> <p>NOTE: The County has joined the Culinary Tourism Alliance which will provide digital assets and support for our food-centric businesses  - December - Merchants' Dinner at the Walker 56 people attended in 2024, at least two businesses representing Port Elgin - PE TD Bank crew won SBIA Door Prize!  Will be meeting with Marine Heritage, Southampton Arts and BCMCC in coming weeks to share plans</p>	Sara	Ask about SOP for entire town
9.2	Streetscape		Kendall	Report
	<ul style="list-style-type: none"> <li>High Street Revitalisation</li> <li>Public Art - Bell Building</li> </ul>	<ul style="list-style-type: none"> <li>Plan out to tender for Construction</li> <li>Applying for funding with Amanda Monghan</li> <li>Awaiting revised quote from Emily Kewegeshig</li> <li>Looking to purchase used seacan for storage of BIA</li> </ul>	Town Lisa/Amanda Kendal Lisa	

		decorations at Peel Street - move to 2026 budget and ask Paul Schendel to store for us in the meantime - get quote from Paul		
9.3	Membership			
		<ul style="list-style-type: none"> <li>• Welcome Seaman and Sons to High Street - Derek tells us that their design center should be open for May 24</li> <li>• Still looking for Membership Chair!</li> </ul>		
10	Town		Jack	
		<ul style="list-style-type: none"> <li>• Ad hoc committee for Southampton Cenotaph has been struck to come to a design decision by June 2025</li> </ul>		
	<b>MOTION</b>	<i>That the Chair, Coordinator, Treasurer and all Committee Reports be accepted as presented.</i>	Moved by: Seconded by: Passed	Kendall J-S Gurwinder Singh Unanimously
11	<b>New Business</b>			
		<ul style="list-style-type: none"> <li>• See above - vote on two new Board Members</li> </ul>		
		<i>Motion, if required</i>		
12	<b>Future Meeting Dates</b>	All at the BIA Office unless otherwise organised		
	<b>Promo &amp; Events</b> •General planning	Tuesday, February 25th	5:30 pm	
	<b>Board Meeting</b>	4th Thursday of each month • Thursday, February 27th	5:30 pm	
13	<b>Meeting Adjourned</b>	6:39pm		