

Napanee BIA

Board Meeting

October 30th, 2013

Attendance: Brad Way, Michelle Edgar, James Timlin, Dave Morgan, Tom Coke, Doris Lucas, Shaune Lucas, Peter Veltheer,

Regrets: Bill Pierson, Julia Dicks

1. Called the Meeting to order: 6:15pm

2. Disclosure of Pecuniary interest: None

3. Motion for Approval of Agenda: MOVED BY MICHELLE EDGAR, SECONDED BY PETER VELTHER: CARRIED

4. Deputation: A) Dave Morgan and James Timlin: Greater Napanee Beautification

Dave Morgan began his deputation on Greater Napanee Beautification. Dave presented the idea for the creation of a Communities in Bloom Steering Committee. Dave recommends that BIA Beautification becomes incorporated into Communities in Bloom. Shaune asked if this agreement could include an opt clause. James commented that the Town is going to hire two additional summer students. Dave feels that with the creation of the Communities in Bloom Steering Committee that beautification in Napanee would be more streamlined and ultimately see an increased in efficiency.

The BIA board stressed that downtown Beautification is a twelve month endeavor. James Timlin commented that on November 13th there is a public meeting to discuss the re-development of Market Square. November 13th at 6:30pm. Tom will send out a notification to the BIA membership to inform them of this public meeting.

ACTION: Tom will send out a letter informing the public of the Meeting on November 13, 2013 at 6:30pm discussing the plans for Town Hall Re-development

B) Deputation from Doris Lucas: Marketing Events in 2014

Doris commented that on November 7, some downtown businesses are planning to stay open every Thursday night. Doris presented her group's own events listing for 2014. Doris brought up the Chill Fest and Michelle commented that the Committee that is planning the Chill Fest is looking to bring ball hockey into the Downtown core. Doris continued by saying that her group is interested in bringing in tour buses to Downtown Napanee. Ultimately, the group is looking to add nine additional events to the BIA's event calendar and request \$10,000 for advertising purposes. The BIA Board received the deputation and commented that a coordinated effort is the

best approach. Brad stated that the Board will review their request once the plans for the 2014 budget get underway later in this year.

ACTION: The BOARD WILL REVIEW THIS REQUEST AS PART OF THE BUDGET DELIBERATIONS COMMENCING IN NOVEMBER

5. Business Arising from Previous Meeting: A) Approval of the 2012 Financial Statements

Brad commended Welch for getting the financials prepared in a timely fashion. Peter commented that the 2012 actuals are right in line. He also stated that the TransCanada sponsorship of \$25,000 was not planned for. Tom will notified the municipality that the 2012 Financials have been approved.

ACTION: Tom will let Welch and the Municipality know that the 2012 Financials have been approved by the Board of Directors.

MOTION TO RECEIVE AND APPROVE FINANCIAL STATEMENTS MOVED BY ASHLEY ARNOLD, and SECONDED BY PETER VELTHEER: CARRIED

B) Draft Strategic Plan

Peter commented that he felt that the strategic plan was well laid out. Brad commented that he did not like the format but overall the content was sufficient. The Board wants to have Dave Morgan and James Timlin to review the Strategic Plan for review. **MOTION TO TAKE THE PLAN FORWARD AND TALK TO JAMES AND DAVE TO REVIEW THE PLAN FOR COMMENTS MOVED BY ASHLEY ARNOLD, AND SECONDED BY MICHELLE EDGAR: CARRIED.** The Board would like to have the Strategic Plan passed at the next meeting.

ACTION: The Strategic Plan will be put on the next agenda for the BIA Board Meeting

C) Gibbards Study

The Board went through its findings and were happy with its findings.

6. New Business:

Peter informed the Board that he is working to provide the Board with a draft 2014 budget at the next regular board meeting on November 27th. Ashley informed the Board that the Downtown Shopping Party will be on December 20th from 6:00pm until 9:00pm.

Adjournment at 8:23: Moved by Ashley Arnold, and seconded by Peter Veltheer: CARRIED

