



LEAMINGTON BIA Board Meeting *MINUTES*

Thursday, June 15th, 2017 8:45am

Gabriele Furniture Board Room, 55 Talbot St W, Leamington ON

- 1) **CALL TO ORDER** – Chair Lisa Bradt called the meeting to order at 8:45 a.m. She noted that many regrets had been received.

Attendance:

Members of B.I.A. Board: Lisa Bradt, Shelly Gabriele Gale, Gerard Rood, Shawn Bodle, Chad Riley

Members of Council Absent: Bill Dunn, Hilda Macdonald

Members of Administration: Kelly Baillargeon

Guests: Michelle Fortier (Bank Theatre)

Absent: Cindy Lasi, Chad Robinson, Wendy Parsons, Stephan Viselli

- 2) **ADDITIONS OR AMENDMENTS TO THE AGENDA** – Lisa asked that Business Signage be added to Ongoing Project Updates.

Moved by G. Rood, seconded by S. Bodle to approve the amended agenda. CARRIED

- 3) **REVIEW & APPROVAL OF PREVIOUS MEETING MINUTES** – Gerard pointed out that item 3 should refer to “minutes” instead of “agenda”.

Moved by L. Bradt, seconded by S. Bodle to approve the amended minutes. CARRIED

- 4) **REPORT FROM COUNCIL REPRESENTATION** - No council members present.

- 5) **TREASURER’S REPORT** - Shelly present the Treasurer’s Report.

A global payment card for the BIA was discussed. It was suggested that a cheque recognition be made to cover any extra Block Party costs.

Moved by L. Bradt, seconded by G. Rood to provide Kelly with a \$400 cheque to cover the costs of décor for the block party. CARRIED

Moved by L. Bradt, seconded by G. Rood to approve a float of \$500 for the block party. CARRIED

- 6) **UPTOWN COMMUNITY CLEAN UP** – An uptown community clean was scheduled for June 22 starting at 10 AM. The BIA membership as well as the town administration will be invited and encouraged to participate.

- 7) **SIDEWALK SALE August 4-5**

Waiver – The Municipality of Leamington requires a waiver for all participating businesses and will be distributed to the membership.

Moved by L. Bradt, seconded by C. Riley to have Kelly send out the waiver and requirements for the sidewalk sale. CARRIED

Promotion – The BIA will provide radio and newspaper promotion for this event

8) MILL STREET MARKET BLOCK PARTY UPDATE

A current volunteer schedule, vendor list and event planning needs was distributed to the board

Moved by L. Bradt, seconded by G. Rood to provide Kelly with a \$500 check to obtain the prizes. **CARRIED**

9) UPTOWN BEAUTIFICATION PROJECTS

Shotton Park Expansion – It was suggested that a possible mural contest be organized to beautify the newly expanded area. Proper approval will be needed to move forward.

10) ONGOING PROJECT UPDATES

- a) Monthly Business Profile Promotion – each monthly winner will be announced on the 23rd of each month
- b) Uptown Business Guide - Kelly has arranged for 2500 more guides to be printed. Arrangements will be made to have these distributed and notes will be made for updating the next issue.
- c) Parking Signage and Erection - Public Works is to do within one
- d) Gateway Lighting - this item is still being followed up on. The municipality is looking for a contractor to replace the solar systems.
- e) Business Signage - Due to numerous requests by multiple businesses and no changes being made to the signage by-law, Bradt's Butcher Block will be applying for a variance for their projection sign

11) BIA MEMBERSHIP REQUESTS/COMMENTS/CONCERNS - there have been requests by Blondie's, Cottingham Tire, Kelcom, and Freddie's for associate memberships. The current BIA Bylaw will need to be amended to allow for these memberships and we will need to decide which programs they will be permitted to be a part of for promotion.

12) CURRENT/ONGOING CONCERNS - the associate memberships remain an ongoing concern. Other items have been discussed previously during the meeting.

13) NEW BUSINESS - there was no new business presented.

14) ADJOURNMENT - the meeting concluded at 10:10 AM.

Moved by L. Bradt, seconded by G. Rood to adjourn the meeting. **CARRIED**

**Next Board Meeting Date TBD*