



Board Meeting – June 18th 2024– 5:30 pm - 7:00
Location: BIA office 199 Front Street, Suite 200

AGENDA

1. Call to Order

1.1 Attendance: Jessica, Emily, Kim, Matt, Councillor Allsop, Maury, Rakesh, Edie

1.2 Approval of Agenda

Motion: Move the approval of the BIA Board agenda as presented.

First: Councillor Allsop

Second: Kim

All in favour: No opposed

2. Disclosure of Pecuniary Interest

3. Reading and confirmation of Minutes (May 2024)

Motion: Move the approval of the BIA Board minutes as presented.

First: Kim

Second: Matt

All in favour: No opposed

4. Message from Chair - Maury Flunder

5. Executive Director Report – Danielle Hanoman

6. Marketing & Event Debrief – Matilda Aide

7. Consent Agenda

- A. To approve the use of vendors, food trucks, and alcohol for the following events: The Rotary Loves Kids Golf Day and Party in the Square.

Motion: Move the approval of the consent agenda

First: Maury

Second: Jessica

All in favour: No opposed

8. Matters for Approval

- Board agrees to pursue a one year contract for staffing associated with the approved RED grant. Our portion of funding for 2024 will be approximately \$15,000 which we already allocated in the approved budget. RED grant agreement attached.

First: Edie



Second: Maury

All in favour: No opposed

- The use of \$2100 to go towards a website hosted by Snap360. Bay of Quinte is paying for \$3500 of the \$5600 total. Proposal attached.

First: Matt

Second: Edie

All in favour: No opposed

- For Executive Director to pursue other social service agencies for Welcoming Streets for future years.

First: Matt

Second: Jessica

All in favour: No opposed

9. Financial update - starting transition to Quickbooks. Audit starting on July 2nd 2024 - Edie suggests sending a report to the board once completed.

11. Committees - establish dates and times - priorities and elect a new chairperson

- Vision & Strategic Planning – as needed - committee of the whole
- Economic Development - Matt Leonard -
- Membership & Communication
- Events & Programming - Lindsay Dransfield
- Governance – as needed

12. New Business and upcoming event reminders

- On June 26th 2024, at 5pm, there will be a meeting held at Capers with the DBIA and social service agencies. There will be a 30 minute presentation then a 30 minute question and answer. We are collecting questions that will be anonymous to all parties involved (including DBIA) and addressed at the meeting.
- Downtown @ Dusk, 4pm - 10pm Friday June 21st 2024

Notes:

- Maury's rubber duckie race idea.
- Gift Card Incentive - most gift cards used will get a prize
- Following up on bus route and trolley
- Edie talked about airport shuttle no longer coming south of bell blvd



13. Adjournment