

Board Members Present: Beverley King (Chair), Sandy Mackenzie (Vice Chair), Cindy Robinson (Treasurer), Randy Kerman (Secretary), Jane Fogal (Council Appointee), Tony Rampulla, Suzanne Clarke, Maria Bettencourt, Maurizio Abate, Carolyn Callero,

Regrets: Connie Ward

Staff Attending: Nikki Jackson (Interim BIA manager), Sheena Switzer

1. Call to order – 9:01am By Beverly King - Chair

2. Acceptance of Agenda:

Motion: To Approve the Amended Agenda

Motion Moved By: Cindy Robinson

Second: Suzanne Clarke

Motion passed

3. Declaration(s) of Conflict of Interest

None

4. Approval of Previous Meeting Minutes

Motion: To Approve the Meeting Minutes of the November 13, 2018 Board Meeting as presented

Motion Moved By: Randy Kerman

Second: Cindy Robinson

Motion passed

5. Election of Executive committee

- **Chair-** Suzanne Clarke nominated by Randy Kerman 2nd by Sandy Mackenzie no other nominations, voted and passed
- **Vice Chair** – Beverley King nominated by Randy Kerman 2nd by Jane Fogal no other nominations, voted and passed
- **Treasurer** – Cindy Robinson nominated by Sandy Mackenzie 2nd by Suzanne Clarke no other nominations, voted and passed
- **Secretary** – Randy Kerman nominated by Cindy Robinson 2nd by Sandy Mackenzie no other nominations, voted and passed

The Chairing of the meeting was passed onto the new chair Suzanne Clarke

6. Correspondence – Tim Rowley letter to Silvercreek Commercial Builders and copied to us. Regarding the McGibbon project.

7. Consent Agenda – None

8. Manager's Report

Attached

Action: Report accepted with no changes

9. Business arising

- a. **Office space - Sheena**, coming along, furniture coming today and being set up. Signage quotes are coming in for both outside and inside branding. Looking at physical move of the week of Jan 14, 2019 as a soft opening, projected grand opening in Feb.
- b. **Parking bylaw – Nikki**, as presented in her report

10. Council update

Jane Fogal

Topic of the day – Cannabis council delayed decision until Jan 21 meeting as the deadline is Jan 22. Also received report of the state of the Barber Mill property with a conclusion that it would take approximately \$10M to securing the property. Owner is in discussions with town. Cycling Tourism needs more business to register as a destination so that we are on the map.

11. Financial Statements

Cindy Robinson

- a. **Approval of financial statements**

Motion: To accept the financial statements as presented

Motion Moved By: Cindy Robinson

Second: Maria Bettencourt

Motion passed

We also completed related party disclosure forms

12. Committee Updates

- a) **Marketing committee** – Susanne report attached, good social media results
- b) **IT committee** – Randy updated that we have purchased 2 new laptops for staff and the TV for board room. Sourcing providers for our new location as we are paying too much with Cogeco.

13. New Business

- a) **Summer student grants**, we have applied for two students for 16 weeks each.
- b) **Sandy about downtown** – Through his life he has seen two major changes in the downtown and he sees it happening again. Strongly feels that we need to be proactive with the failure of the McGibbon project and its effects on the business'. Discussion was held about forming a committee to create a vision going forward, finding some business people and have the town join in on what we can control- which is how we react and what we do

14. Next Meeting – Tuesday January 8, 2019 @ 9:00 AM This meeting will go to noon as we have Kay Matthews coming in on governance.

15. Meeting Adjournment:

Motion: To Adjourn

Motion Moved By: Sandy MacKenzie

Second: Maria Bettencourt

Motion passed

There being no further business to conduct the Georgetown BIA adjourned at 10:36 am