

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

Regrets: None

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

1. Call to order – 9:07 am By Suzanne Clarke - Chair

2. Acceptance of Agenda:

Motion: To Approve the Amended Agenda

Motion Moved By: Sandy Mackenzie

Second: Cindy Robinson

Motion passed

3. Declaration(s) of Conflict of Interest

None

4. Approval of Previous Meeting Minutes

Motion: To Approve the Meeting Minutes of the December 18, 2018 Board Meeting as presented

Motion Moved By: Randy Kerman

Second: Cindy Robinson

Motion passed

5. Correspondence – Nikki

- a) Cassandra Baccardax/Town – Banners for empty store fronts are available. Concerns of images being horizontal vs. vertical.
- b) Maurizio Abate – Signage to encourage staff to part further away, leaving prime parking for customers. This is a by-law issue and we need to be careful of requesting enforcement. Basically there is not much we can do.
- c) Credit Valley Artisans – Acknowledgement of positive benefits from farmers market
- d) Erin Burger – Security of events update.
- e) Richard Lawson – Complaint
- f) Val Leachman & Bill Bonnett – Private snow removal. We can inform members of their activities but not coordinate.
- g) Dylan Thring – he accepted his Student placement offer for the whole summer.
- h) Graffiti – There has been some recently in the downtown area. Remind members that there is a bylaw about removal in a certain time frame.

6. Consent Agenda – None

7. Manager's Report

Attached

Action: Report accepted with no changes

8. Business arising

- a) Monthly economic development meetings – Nikki in her report
- b) March board meeting – Nikki
- c) Call for Committee members – Suzanne
 - i. Beautification members, Sandy and interested members who answer to call
 - Sub committee Façade; applications have started arriving
 - ii) Marketing – Carolyn, Tony and interested members who answer to call
 - Sub committee Events
 - iii) Farmers Market – Maria and Connie to transition in to replace Randy
 - iv) Governance – Set with current members
 - v) Strategic Planning - TBD
 - vi) Tourism - TBD

9. Council update - Jane Fogal

Destination downtown has their next meeting this Wednesday, Ont by bike has started to get some of our business applying to be on their site.

10. Financial Statements - Cindy Robinson

a. Acceptance of financial statements

Motion: To accept the financial statements as presented

Motion Moved By: Cindy Robinson

Second: Randy Kerman

Motion passed

We are in need of updating our list of members, business's and properties.

11. Committee Updates

- a) **Governance – Beverley** Town is putting together code of conduct for members and a new personnel policy for us to use. Committee is working on this and should have something for the board in either March or April meeting.
- b) **Marketing: Social Media – Suzanne** FB and Instagram have been showing continued growth and interaction

12. New Business

- a) Website or paper form for new and current members – Nikki in her report
- b) In-Camera: Re personnel

Motion: To move In-Camera

Motion Moved By: Beverley King

Second: Cindy Robinson

Motion passed at 10:15

Motion: To move come our of In-Camera

Motion Moved By: Cindy Robinson

Second: Suzanne Clarke

Motion passed at 10:55

Motion: To approve in principal the new job description for our manager

Motion Moved By: Beverley King *Second:* Maria Bettencourt

Motion passed

Motion: To approve salary offer in the Grid two as discussed

Motion Moved By: Connie Ward Second: Maria Bettencourt

Motion passed

13. Meeting Adjournment:

Motion: To Adjourn

Motion Moved By: Cindy Robinson

Second: Beverley King

Motion passed

There being no further business to conduct the Georgetown BIA adjourned at 11:05 am

Next Meeting – Tuesday March 12, 2019 @ 9:00 AM