

**DOWNTOWN ACTON BIA
BOARD OF MANAGEMENT MEETING
Monday, November 16th, 2020 at**

6:30PM Online and In Person Meeting

AGENDA

I. Call to Order

Alex Hilson, Coordinator, called meeting to order at 6:33pm on November 16th, 2020.

II. Attendance

Present: Patricia Daleman. Mike Albano. Alex Hilson. Matthew Galliford. Norman Paulsen. Barb Spears. Noah Edwards.

Regrets: Monica Parker-Galway. Nancy Wilkes.

III. Declaration of Pecuniary Interests – none.

IV. Approval of Agenda

Motion to approve agenda.

Motion: Matt

Second: Mike

All in favour.

Motion carried

V. Adoption of October 19th, 2020, Minutes

Motion: Adoption of October 19th, 2020 Meeting Minutes

Motion: Patricia

Second: Norm

All in favour.

Motion carried

VI. Treasurer's Report

Motion: to approve October 2020 Treasurer's Report.

Motion: Mike

Second: Matt

All in favour.

Motion carried

VII. Coordinator's Report – Alex Hilson

Attached after formal minutes.

VIII. AGM

The Annual General Meeting will be the December meeting. The board feels an earlier December date will be better. December 7th is proposed and agreed upon. Mike will ask Damian Szybalski from Economic Development to be a guest speaker.

IX. Facade Improvement Program

Motion: Due to the lateness of the sending out of the Façade Program this year, to approve Staying Alive Fitness despite the work being already finished at the time of approval.

Motion: Patricia

Second: Norm

All in favour.

Motion carried

X. Priorities

Board members will brainstorm non-financial priorities for coming year or future. Financial priorities have already been set in the budget.

XI. Beautification

- The Christmas Decorations are looking good and we have received positive feedback on them.
- We are short six brackets to hang Christmas decorations on poles. Norm will look at the bracket and see if he can make new ones.
- Matt, Noah and Alex will decorate the haybale in the parkette.

XII. Events

Alex has been supporting Louisa from Willow Lane Natural Foods with her Brick and Mortar (BAM) shopping event. Feedback has been good so far.

XIII. Motion to Adjourn

Meeting was adjourned at 7:11pm.

Motion: Barb

Second: Norm

All in favour.

Motion Carried.

Next Meeting: Monday, December 7th.

Coordinator's Report
November 16th, 2020

- Becoming a Red Zone on Friday was big news. Though it indirectly impacts many businesses, based on my calculations, it significantly impacts about a fifth of our businesses, most of them restaurants, gyms or dance studios. I talked with a number of members about the new provincial measures.
- Halloween went well. Thank you to Matt for all his hard work putting together the video and pictures. Winners will be gradually picking up their prizes over the next couple weeks.
- I mentioned Noah would be starting his coop shortly last meeting after volunteering for months. He officially starts this week. Welcome again, Noah.
- Remembrance Day was more subdued than in previous previous years but we put up cardboard poppies to add to the celebrations.
- Mike and I took out the flowers. Thanks for your help. It was a fair amount of work.
- Louisa from Willow Lane Natural Foods is doing a BAM shopping event. We've been able to support that with videos that will be coming out over the next couple weeks.
- There's a community food challenge. I made the BIA one of the drop off spots.