

Tuesday, November 12, 2019

**Draft Minutes**

BIA Board of Management Meeting

6:15 Fire Hall Meeting Room

**Attending:** Jackie Dickson, Tania Gregotski, Jesse Lambert, Jeff Roy, Lori Lear, Cheryl Hesselwood, Melissa Livingstone, Sandy Garnet, David Jewitt,

Regrets: Jessica Carnochan, Dawn Bonneau

Thank you to LIBRO for supplying treats for tonight’s meeting from the White Carnation.

**1.0 Jackie Dickson motioned to pass the August and October Minutes with the correction to her last name (done). Jesse Lambert seconded, all were in favour, motion carried.**

**2.0 There were no changes or additions to the agenda.**

**3.0 Alison Lobb: Strategic Plan (**Stormy night, she couldn’t get in)

 Cheryl Hesselwood is willing to assist on the Strategic Plan team too.

**4.0 Chair’s Update: 2020 Board members –** Jackie Dickson requested the Job Outlines be sent to everyone, letting them consider where they best fit in.

 **2020 Budget –** Ask Terri/Jeff for Nathaniel’s hours so we can be sure to budget properly in 2020.

\*\*\*update in December, once Ladies Night is done.

**5.0 Treasurer’s Report:**

**4.1** Bank Reconciliation and Trial Balance – See Attached

 **4.2** Bills to be paid

**6.0 Council Report:** Dave Jewitt – Jeff Boyes is working on the new Municipal Website. Sandy has uploaded all Business information that was given before October 31.

 Beginning to work on their 2020 Budget.

 Check on the Deadline for the BIA Conference, Jackie Dickson would like to attend on behalf of the BIA.

**7.0 Committee Updates:**

 7**.1** Beautification – Cheryl Hesselwood – Meet Saturday, 8am at the Raceway Grandstand to assist with the winter doors, wreaths etc.

 Sandy will have the bows ready and put them on early in the week.

 **7.2** Promotions – Jessica Carnochan (absent) – Ladies Night- If we do a “Passport” consider :

* Ease for customer and ease for retailer. Remember, we are already having them fill out one ballot, for the $10,000 giveaway
* What is the purpose of the passport? Is it to ensure they visit ALL The stores? That's a lot to ask.  They will have to visit at least 10 of the participating stores to qualify for the grand prize.
* We want to encourage them to visit as many stores as possible, so a simple initial on the logo is what is needed. Then the customers need to deposit them upstairs at Town Hall before 8:30.
* The prize will be a collection from every store participating.

 **7.3** Jesse’s Photos with Santa/Grinch – Arch Angel Studios – Looking for Sponsors

 Can we use our Radio for December? Or $100 to assist with expenses, this is bringing people to town!

 Jeff Roy asked about sponsorship, the opportunity to purchase 10 pkg. For $500 to hand out to their clients...

 Possible build in to our budget assisting with the Grinch and Santa House.

 **7.4** Christmas pot luck party at Miniature Masterpieces, Dec. 7 – RESCHEDULED to Sunday, Dec. 8, 5pm social time, 6pm Potluck dinner. Sandy will email the membership to RSVP to Tania.

**8.0 Upcoming Meeting Dates, Time and Place** –

 December 10, 2019 6:15 pm Firehall

**7.0 Jeff Roy motioned to adjourn, Lori Lear seconded.**