

Attendees: Ted Flanagan, Randy Kerman, Sandy Mackenzie, Rick Ruggle, Beverley King, Jane Fogal
Cindy Robinson,
Staff: Wendy Farrow- Reed,
Regrets: Sonja Vago Jamie Watt, Marilyn Willis, Bill Bonnett

Meeting Brought to Order: 9:03

- a) Declaration(s) of Conflict of Interest – none
- b) Acceptance of Agenda - SMc, BK - passed
- c) Approval of Previous Meeting Minutes – BK, RK - passed

1. Financials

- a. Budget vs. Actual as of Jan 31, 2017 – CR, RK - passed
- b. RBC Account is set up – transferring monies to activate the account
- c. KPMG Audit Scheduled for Feb 20th

2. A Word from the Chair – Ted Flanagan

- Secondary Plan Update – 3 items
 1. After a in camera discussion in Nov a rumor came out regarding a discussion on a contingency plan for staff absence
 2. Downtown Secondary Plan committee – Jane is chair.
The BIA will wait for the Town to approach the BIA before committing a lot of time to a plan. The BIA will work with the Town on the plan. Once the Town send out the RFP and consultants are in place the BIA will be asked to participate. Public meetings will be held and the consultants will have a vision on how to get all interested options involved and a policy formulated.
In the meantime, the committee will still meet and review the strategic plan for the BIA and the results of the planning meeting held in Sept 2016.
 3. There will be another in camera secession after this board meeting

3. Committee-Up Dates

Rock'n Roll Classics - Committee Report – Bill Bonnett

- Friday August 25th next year.
- Permits have been filed with the same requests as last year
- Staging will be done at Canadian Tire
- Wendy met with Community officer to review 2016 and ask for assistance with 2017

Marketing / Website – Committee Report – Sonja/Marilyn and Beverley

- Training going well with Andrea
- Report attached for Facebook, Twitter, Instagram account activity
- Andrea to attend March meeting for introductions and feedback on social media
- Website updated with events
- Andrea waiting for better weather to take pictures
- Board would like Facebook contests for the BIA at events – e.g. take a selfie and win a prize – ask Andrea to investigate

Beautification & Maintenance - Committee Report – Sandy Mackenzie

Congratulations to Sandy for receiving the Life Time Achievement Award – very well deserved!!

- Committee is actively meeting and looking at Canada 150 Banner and Streetscape

MOTION 17-01

A motion was made by Sandy McKenzie seconded by Randy Kerman

The board of the Downtown Georgetown BIA moves that the remaining 2016 Façade Improvement funds \$3,176.64 be used to light the Carpet Barn Mural on Mill St – Regal lighting Quote # 0802217 \$3,138.00+ HST
Passed

Farmers' Market – Market collective Pop – Up – Randy Kerman

- Jan Commissions are being paid
- Store is running a profit
- Sheena to attend the March meeting to provide a overview

4. Manager's Report – Monthly report attached

- Wendy to follow up plans for the Santa Claus Parade for next year. – Speaking with Grant Harris the parade route won't change, the logistics doesn't work on Main St for the size of the floats and the turn radius needed
- Wendy inviting Art Skidmore to join us at a board meeting to talk about Hydro rates. – Art attending March 14th meeting
- 2017 increases for Mr Penney and Sheena are requested
Mr Penney will receive a 2.8 increase – new hourly rate is 16.25
Sheena will receive a 2.7 increase – new hourly rate 19.00
Wendy also asked the Board to consider a bonus for Sheena once the MMC closes – Sheena's hard work and entrepreneurial spirit has defiantly impacted the success of this Pop Up pilot project for the BIA
- Budget adjustments to reflect increase will be made to Farmers Market Ent – 5,000.00, Advertising - 3,000.00 Wages increased to 19,000.00

A motion was made by Cindy Robinson seconded by Randy Kerman

The board of the Downtown Georgetown BIA moves that the wages increases for Mr Penney and Sheena take effect as discussed including retro pay from Jan 2017

Passed

5. Events

- Permits and Municipal Assist forms completed and filed for 2017
- BIA 40th Anniversary – suggestions on how to celebrate? – The BIA could do a recognition ceremonies at the AGM? Anyone interested in a committee?

6. Correspondence

- Notice of Public Meeting – Tuesday Feb 21 – Who would like to attend
- Notice of Public Meeting – Wednesday Feb 22 – McGibbon Project
- Shop Local Flyer

7. New Business

8. Next Meeting Date(s):

- a. Board Meeting March 14 9:00 am BIA Office

9. Meeting Adjournment:

10. In camera session