



MINUTES

**REGULAR MEETING OF KINGSVILLE BIA
WEDNESDAY, MARCH 12, 2019 AT 6:00 P.M.
Carnegie Arts & Visitor Centre, 28 Division St. S, Kingsville, Ontario**

A. CALL TO ORDER

Beth Riddiford called the Meeting to order at 6:04 pm with the following persons in attendance:

Members of BIA Board: Beth Riddiford, Laura Lucier, Tony Gaffan, Trevor Loop, Izabel Muzzin, Robert Weston, Heather Brown, Maria Edwards, Amanda Everaert, Sarah Trudell, Paul Thompson

Regrets: Jason Martin, Trevor Loop

Absent:

Guests:

Members of Administration: Christina Bedal

B. DISCLOSURE OF PECUNIARY INTEREST

Beth Riddiford reminded members that any declaration and its general nature is to be made prior to each item being discussed.

C. DELEGATIONS

D. AMENDMENTS TO THE AGENDA

1. CHAIRPERSON NOMINATION - BIA-091-2019 – motion to nominate Beth Riddiford as Chairperson motioned by Roberta Weston, seconded by Heather Brown.

CARRIED. Beth Riddiford accepted the Chairperson position

2. CO-CHAIRPERSON NOMINATION - BIA-092-2019 – motion to nominate Tony Gaffan as Co-Chairperson motioned by Roberta Weston, seconded by Heather Brown.

CARRIED. Tony Gaffan accepted the Co-Chairperson position

E. DISCLOSURE OF PECUNIARY INTEREST

F. ADOPTION OF ACCOUNTS

BIA Coordinator – Re: BIA Accounts as recorded in the monthly period ending February 2019 as well as the 2018 year end actuals report.

BIA-093-2019 – Motion by Tony Gaffan and seconded by Izabela Muzzin to approve report. **CARRIED.**

F. STAFF REPORTS

1. **BIA Coordinator Christina Bedal** – Re: Monthly Activity
The Coordinator presented her written report.

2. **COUNCIL REP**
Laura Lucier reviewed her report

- 3 **EDDK**
Heather Brown updated that the group is planning to legitimize and become more structured as more members wish to join.

G. BUSINESS/CORRESPONDENCE – ACTION REQUIRED

1. Board of Managers Orientation – package was reviewed and Board members took copies away for their records and further review.

H. MINUTES OF THE PREVIOUS MEETINGS

BIA-094-2019 – motion to approve the minutes from the February 12, 2019 meeting made by Roberta Weston and seconded by Heather Brown. **CARRIED**

I. BUSINESS/ CORRESPONDENCE – INFORMATIONAL

1. Police Services Board Letter Copy

J. NEW AND UNFINISHED BUSINESS

1. **BIA Dollar Promotion**

- Updated the program has approximately \$1100 left to be submitted to the BIA

2. AGM

- Program was well received by the membership
- Discussion took place to consider hiring a professional speaker for 2020

3. BUSINESS AWARDS DINNER

- BIA Coordinator may purchase a ticket for the event to attend if desired.

4. BANNERS

- BIA Coordinator to get pricing to wrap existing banners
- BIA Coordinator to get pricing for long banners to highlight festivals at the four corners

5. SPRING GUIDE

No guide will take place for the spring specifically. Windsor Life pricing to be provided at the next board meeting to advertise.

6. POP UP BEST PRACTICES

Information was not ready for this meeting.

7. COUPON BOOK

Discussion took place regarding a coupon book being a BIA fund raiser. Coordinator to send a survey to membership to see if there is an interest and determine the best time of year to sell this type of book.

8. GRAFFITI

Permission forms are coming in from property owners and April 10th is the planned date to remove graffiti from the BIA District area.

9. MEETING TIME

BIA-095-2019 – motion to change Board of Managers meeting start time to 6:15 PM made by Tony Gaffan and seconded by Izabela Muzzin. **CARRIED**

J. ADJOURNMENT

BIA-096-2019 – motion to adjourn at 7:47 PM made by Tony Gaffan and seconded by Roberta Weston. **CARRIED**



CHAIR, Beth Riddiford



RECORDING SECRETARY, Christina Bedal