



MINUTES

REGULAR MEETING OF KINGSVILLE BIA TUESDAY, MARCH 7TH, 2017 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 6:00pm with the following persons in attendance:

Members of BIA Board: Tony Gaffan, Beth Riddiford, Roberta Weston, Mike Lauzon, Tim Sala, Heather Brown, Gord Queen, Jason Martin

Members of Administration: Karen Wettlaufer

Regrets: Trevor Loop, Izabela Muzzin

Absent:

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

E. ADOPTION OF ACCOUNTS

1. **BIA Coordinator/Karen Wettlaufer** – Re: BIA Accounts for the monthly period ending February 28th, 2017

BIA 017-2017 Moved G. Queen, seconded by H. Brown, to approve the accounts.

CARRIED

F. STAFF REPORTS

1. **BIA Coordinator/Karen Wettlaufer** – Re: Monthly Activity

The coordinator was directed to create and email a committee organization chart for a festival/event and have Board members volunteer in the area(s) of their interest and expertise.

The coordinator was also directed to inquire about liability related to alcohol issues with the Town's Director of Corporate Services.

The Board will discuss a discount rate for an extended rental period of the Carnegie meeting room once the business becomes an Associate member. The coordinator will gather more details on a proposed six part seminar series offered at no charge by this same local business.

The Board determined that a plaque will be awarded to the employer of the Customer Service Hero of the Year for 2017.

2. Council Representative

Gord Queen presented his written report to the Board.

3. EDDK Representative

They are exploring the idea of pairing with Colasanti's for a Halloween event.

G. BUSINESS / CORRESPONDENCE – ACTION REQUIRED

- 1. Sealed Bid Auction Program/ Michael Jaensch** – Re: Feb 15 letter regarding Carnegie as a Sealed Bid Auction Site

BIA-018-2017 Moved by G. Queen, seconded by T. Sala, to invite Windermere Art Gallery's Sealed Bid Auction Program to the Carnegie Arts & Visitor Centre with donations going to Fantasy of Lights.

CARRIED

H. MINUTES OF THE PREVIOUS MEETINGS

Regular Meeting – February 7th, 2017

BIA-019-2017 Moved by T. Sala, seconded by T. Gaffan, to approve the minutes.

CARRIED

I. BUSINESS/ CORRESPONDENCE - INFORMATIONAL

J. NEW AND UNFINISHED BUSINESS

- 1. Manager of Facilities and Property/Tim Del Greco – Re: Dec 15 email update – regarding Snowflake Cost Sharing Proposal**

BIA-020-2017 Moved by G. Queen, seconded by M. Lauzon to receive the correspondence.

CARRIED

2. Exhibition Application

A. Valerie Read, May 2018

B. Kurt Phaneuf, December 2018

BIA-021-2017 Moved by R. Weston, seconded by J. Martin to approve both exhibition applications.

CARRIED

2. Canada 150 – Re: Flags

The coordinator was directed to contact the Town regarding plans to decorate in the downtown core.

3. 2016 BIA Dollar Report

BIA-022-2017 Moved by J. Martin, seconded by G. Queen to cap it at \$2,000 per transaction.

CARRIED

BIA-023-2017 Moved by B. Sanford, seconded by T. Gaffan to defer a decision on Associate Members until coordinator has information from OBIAA.

CARRIED

4. Spring Guide Report

The following content ideas were suggested: Men in Business, another Food/Restaurant article, Businesses over 25 years old tying in with Canada 150, Kingsville highlights from Tourism Windsor Essex Pelee Island.

5. Kingsville Blood Donor Clinic/ Marisa Gatfield – Re: Group Donor Challenge

The coordinator was directed to work with Canada Blood Services to further promote their local, bimonthly blood clinic.

J. ADJOURNMENT

BIA-024-2017 Moved by J. Martin, seconded by T. Sala to adjourn this meeting at 7:46 p.m.

CARRIED



CHAIR, Beth Riddiford


RECORDING SECRETARY, Karen Wettlaufer