



MINUTES

REGULAR MEETING OF KINGSVILLE BIA TUESDAY, DECEMBER 12, 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 6:02 pm with the following persons in attendance:

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

Regrets: Brian Sanford

Absent:

Guests – Digital Dragonfly – Justin Gauvreau; MCE Computing – Vince Spicer, Follow Your Heart, Bob Lynch, Candace Anderson, Cathy Baskin

Members of Administration: Carolyn McGillivray

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 :

- **Justin Gauvreau** of Digital Dragonfly, would like to renew the contract we have with him for the TV promotion that runs in Carnegie. He will send a proposal for the next meeting.
- **MCE Computing** - Vince Spicer has been in business for 15 years doing "digital signage" on "in store" TV sets. He advised that a business could run their own advertising, weather, etc. on the TV. Changes could be made quickly and easily. He will provide all BIA members 25% discount and will provide us with a proposal in writing to send on to the membership.
- **Follow Your Heart** – this proposal was for the businesses to be matched with an artist for the month of February to display their art in that particular

business. A portion of any proceeds from sales will go to Heart & Stroke.
We will send out the flyer to the membership.
Several business representatives signed up immediately.

D. AMENDMENTS TO THE AGENDA

E. ADOPTION OF ACCOUNTS

BIA Coordinator – Re: BIA Accounts as recorded in the monthly period ending November 30, 2017.

BIA- 097-2017 Motion by Tim Sala and seconded by Roberta Weston, to approve the accounts. **CARRIED**

F. STAFF REPORTS

1. BIA Coordinator Carolyn McGillivray – Re: Monthly Activity

The Coordinator presented her written report.

Discussion centered around the item concerning our CAO proposing to rent out part of the main floor at the Carnegie to the Folk Festival. They would like to have a volunteer working here one day a week until closer to the festival, and then it would increase. They would pay rent to the town, and the town would use the revenue to hire cleaners for the Carnegie. It was decided that Gord would draft a letter to the town requesting a meeting between council and the BIA.

2. COUNCIL REP Gord Queen advised that property on the easy side of Jasperson Drive has been rezoned but not yet purchased by the town for the new school.

Budget Meeting on February 5th will include our requests for grants.

3 EDDK – Heather Brown reported that they have finished the gift card promotion and it was very successful. Colasanti's have joined the EDDK, and the group will be doing the "Dinner with Santa".

H. MINUTES OF THE PREVIOUS MEETINGS

BIA-098-2017 – motion to approve the minutes from the November 15, 2017 meeting made by Roberta Weston and 2nd by Tony Gaffan. **CARRIED**

I. BUSINESS/ CORRESPONDENCE - INFORMATIONAL

1. 2018 marks the 40th anniversary of our Kingsville BIA, and Beth's 25 years as Chairperson.
2. Emails from Andrew Planke confirm the trees selected for the 2 round planters by the clock are Ornamental Pear, and they will be planted in the Spring of 2018.
3. Email from Sandra Ingratta confirms the cost for both of the trees will be \$712.32 and that that amount will be charged to this year's budget (2017).

J. NEW AND UNFINISHED BUSINESS

1. It was agreed that the Winery is a nicer atmosphere to hold our annual membership meeting. Carolyn will make the arrangements for Feb. 20, 2018. EDDK will prepare the food and the BIA will pay them. Carolyn will try to find a guest speaker. Gord suggested that this would be a great time to hold a discussion about the BIA DOLLARS.
2. Once again the board reviewed the Facelift Grant requests from the Strand and Discovery Day Care office. After reviewing the applications and our Face Lift Grant standards, it was again decided that neither business improvement meet our criteria.

BIA – 099-2017 – Moved by Jason Martin and 2nd by Izabel Muzzon that both applications be denied. CARRIED

The coordinator will resend the criteria for face lift grants to the membership.

3. **ARTISAN ALLEY-** Mike Lauzon provided the board with information about the proposed development of an art & meeting space in the area of the back alley owned by Frank Merlihan. It is a \$57,000.00 improvement that will benefit the businesses that open up onto it, and also local artists.
 4. **OBIAA MEMBERSHIP AND CONFERENCE.** – the board approved both items and added them into the 2018 budget.
 5. **ARTIST DONALD WAFFLE** – was approved to have his exhibition at the Carnegie in October 2018.
- BIA – 100-2017** – motion to approve Artist Donald Waffle to hold his exhibition at the Carnegie in October 2018 made by Tim Sala & 2nd by Heather Brown.

The Board thought that perhaps members have lost sight of what our actual criteria is for face lift grants. The coordinator was requested to send it out to all members again.

6. Hiring committee for new coordinator will be composed of Beth Riddiford, Tim Sala, Heather Brown and Carolyn McGillivray.
7. The Board felt that if it was at all possible to avoid an increase in the Levy, that that is what we will strive for.

BIA-101-2017 - 8.00 p.m. – Motion to go into overtime was made by Heather Brown & seconded by Tim Sala. **CARRIED**

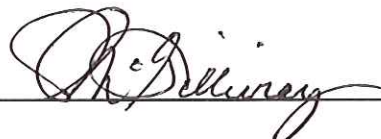
8. **Wage & Benefits** to be offered to the new coordinator were discussed. It was decided that after a 6 month period the board could review the salary and perhaps offer a benefit package yet to be determined. We will start the new employee with a wage of \$38,000.00 with a review after 6 months. The review can include talks about a raise – or not – and might also include an option on benefits – or could be one or the other and not both.
9. **Service Hero** will be re-advertised to the membership, and the one outstanding nomination at Jack's will be carried out as soon as possible. An update of **BRICKS** will also be made to the membership and on Facebook.

K. Adjournment

BIA-102-2017 Motion by Jason Martin and seconded by Tim Sala to adjourn the meeting at 8:20 p.m. **CARRIED**



CHAIR, Beth Riddiford



RECORDING SECRETARY, Carolyn McGillivray