

OTTAWA STREET B.I.A. BOARD OF DIRECTOR'S MEETING
THURSDAY, FEBRUARY 14, 2019
3 BRITANNIA AVE 8:00 A.M.
MINUTES

N. Leo	M. Anderson	H. McKinney
K. O'Brien	W. Kemp	M. Carruth
E. Grad	M. Burns	
K. James	M. Heddle	

Regrets:
D.Triaks

1. Welcome and Introductions – N. Leo

** Please note there was no January meeting due to issues concerning the election challenge.

2. Minutes from December 13, 2018 Board Meeting – N. Leo

MOTION to pass the minutes of December 13, 2018 board meeting.

1st M. Anderson 2nd: M. Heddle Carried

3. Treasurer's Report – W. Kemp

- a. BIA \$21,966.22
- b. Contingency \$8,022.70
- c. Received CIP and Parking revenue approx. \$30,000
- d. Levy due March for approx. \$66,000
- e. KPMG working on 2018

4. Committee Updates

Events/Marketing – M. Burns

- a. Marketing – Setting up 2019 Strategic Marketing Plan
 - i. New initiatives – such as digital media campaign
- b. Event & Marketing Committee reviewing all other proposals
- c. Marketing – working on developing a strategic plan
 - i. Action items
 - ii. Goals and objectives to support brand objectives
- d. Planning is going well for Sew Hungry – committee is working off the event report challenges from 2018 and will go from there
 - i. Areas of concern: Layout (better distribution of vendors etc., registration package, waste management
- e. Mohawk College Sustainability committee and Green Venture for Waste Management
- f. We've met with India from City of Hamilton Waste Management and have initiated a plan for Waste Management (India is taking over for Holly) she was in attendance at the event last year so has first hand knowledge of our challenges. Staffing support from the City waste management to help out on day of

- g. City Enrichment Fund Grant Report Complete and received by Andrea Carvello
- h. International Women's Day upcoming
 - i. Sunnie Genesco will attend with Hamilton Police Action Team Members
 - i. Easter Egg Hunt on Ottawa Street

Beautification – M. Burns

- a. Winter baskets have come down
- b. Deposit down with malllord farms for spring/summer baskets
- c. W. Kemp suggests striking a beautification committee
- d. Snowflakes coming down the week of Feb. 22nd and generic banners going up

5. BIA Advisory Committee Report- M. Burns

- a. Graffiti Management report from by-law
 - i. Notification letters have gone out to members for spring cleanup
- b. HSR discusses new transit plan

6. BIA Coordinator–M. Burns

- a. ** Update and crime report presentation with Action Team Officer Hamilton – HPS **

7. Other

- a. Maggie Burns will be leaving for Maternity Leave – last day March 15, 2019
- b. Need to strike a hiring committee – H. McKinney, M. Heddle, M. Carruth – M. Anderson to offer support in set up stage
- c. Election Update: City of Hamilton suggested to keep the membership informed by sending update
- d. M. Burns sent all supporting AGM documents to Julia Davis to pass on to Council for review at General Issues Committee who are meeting in March – at which point we will know if the recommendation to have the results (slate) remain as it stands has passed –

8. Dismissal

Next Meeting: March 14, 2019

OTTAWA STREET FARMERS' MARKET MEETING
THURSDAY, FEBRUARY 14, 2019
3 BRITANNIA AVE 8:00 A.M.
MINUTES

N. Leo	M. Anderson	H. McKinney
K. O'Brien	W. Kemp	M. Carruth
E. Grad	M. Burns	
K. James	M. Heddle	

Regrets:
D.Triaks

9. Welcome and Introductions – N. Leo

** Please note there was no January meeting due to issues concerning the election challenge.

10. Minutes from December 13, 2018 Board Meeting – N. Leo

****NEED REPORT FROM MARKET MANAGER FOR DECEMBER**

11. Treasurer's Report – W. Kemp

- a. BIA \$3,415.26
- b. No money has been received for the 2018 season

12. Market Manager Report – J. Prouse

All vendors are returning for the 2019 season.

Ontario Fruit & Vegetable Convention: attending two days for the farmers market manager symposium

Winter Market:

We have 4 vendors-Teals, Fletchers, Novak, And Warners. Customer turn out has been steady. Vendors happy

Farmers report: Been checking in with the farmers . discussing dates of return, the excitement of harvest season building. Farmers trying out new crops on 2019, progress and growth seen as a very good thing.

Golden Bee Honey reporting a major loss in hives (bee death) already but will be returning this year as he is regrowing the hives they were lost.

New vendors:

great prospects. Brazilian food, organic greenhouse grower. Organic dog and cat treats, seed dealers, Kombucha maker

New to 2019 market year:

workshops! One vendor will be hosting workshops and learning sessions during market hours on specific days.

13. Dismissal

Next Meeting: March 14, 2019