

OTTAWA STREET B.I.A. BOARD OF DIRECTOR'S MEETING
THURSDAY, MAY 11, 2020
3 BRITANNIA AVE 8:00 A.M.

Board Minutes

E. Grad	D. Heddle	M. Heddle
M. Anderson	M. Burns	B. Clifford
H. McKinney	M. Carruth	A. Terveld

Regrets: K. James and R. Gallant

1. Welcome and Introductions – M. Anderson

2. Minutes from March 2020 Board Meeting – M. Anderson

MOTION to pass the minutes of March 12, 2020 board meeting.

1st H. McKinney 2nd B. Clifford Carried

3. Treasurer's Report – M. Carruth

- a. BIA \$79,182.02
- b. Cont. \$21,319.79
- c. Wendy working to get penalties and interest waved for the CRA Audit. KPMG audit is ongoing with no issues

4. Committee Updates

Events/Marketing – M. Heddle/M. Burns

- a. Bunny Hop and Sew Hungry Cancelled
- b. Sew Hungry refunds have been issued, the committee has asked the first 10 trucks to attend Sidewalk Sale so we kept \$150 as a registration fee
- c. Food 4 Kids tour pending
- d. SEAT will be open again starting May 25th so we will know more by then
- e. M. Heddle suggests to split the food tour groups up to limit the number of people at one time
- f. Marketing: Food4Kids Show Us Your Heart Contest Voting
 1. M. Heddle - #2
 2. B. Clifford - #2
 3. H. McKinney - #3
 4. M. Carruth - #3
 5. A. Terveld - #3
 6. M. Anderson - #3
 7. E. Grad - #3

(#3 is selected as the winner pending changes and review)

- g. M. Heddle working on the website for merchandise, looking into Shopify using Square, this can be useful for future BIA sales and marketing
- h. M. Burns was looking into the possibility of Ottawa St gift cards (reviewing logistics)

- i. The new Support Local billboard is up at Main & Ottawa there was a delay in production on Pattisons end so we were given a free two-week extension
- j. There is currently a Support Local Shop Small radio add playing on K Lite

Beautification – A. Terveld

- a. Banners are scheduled to go up first week of June – weather pending
- b. Classic Display is closed so we have no movement on the banner replacement – A. Terveld will follow up
- c. A. Terveld will do a light pole report soon

5. BIA Advisory Committee Report- M. Burns

- a. The advisory committee has been meeting every Wednesday and Julia has been working to forward information to us that is coming from both federal and municipal governments so we can report to our members
- b. We recently had Sargant J. Curtis on reporting on Hamilton crime prevention and the Hamilton Police initiatives to support local BIA's during COVID he mentioned more resources have been deployed to help during this vulnerable time
- c. We are able to transfer any budget reserves from this year to 2021 in a COVID fund – we will just need to make not of that on our next budget for council review
- d. Parking revenue will be down next year due to COVID
- e. Hometown Hub – M. Heddle reached out, A. Terveld is registers and M. Anderson has not heard back – M. Burns to follow up with Sam from HH

6. BIA Coordinator–M. Burns

- a. No report

7. Other

- a. H. McKinney suggested COVID collective collaboration – with the businesses and to engage the Crown Point Community
- b. H. McKinney suggests an Ottawa Street Virtual Sale Day – M. Burns to look at the example from OBIAA
- c. M. Anderson motioned to move committee voting to the board - the committee can still meet to brainstorm
- d. M. Heddle to set Events/Marketing meeting next for week

8. Dismissal

Next Meeting: TBD