



MINUTES

Parry Sound Downtown Business Association

July 12th, 2017

Meeting called to order by Daryl McMurray at 6:33pm

In Attendance

Board Members: Daryl McMurray, David Coles, Sue Sullivan, Mike Puro, Karen Hobson

Staff: Susan Hrycyna

Regrets: Dora Logan, Councillor Paul Borneman, Cathy Downing

Approval of Agenda

“Motion to approve the agenda of the July 12th, 2017 DBA Board of Directors Meeting with the following additions:”

- Information Kiosk

Moved by: David Coles

Seconded by: Karen Hobson

Carried

Approval of Minutes

“Motion to approve the minutes from the June 14th, 2017 DBA Board of Directors meeting”

Moved by: Sue Sullivan

Seconded by: Mike Puro

Carried

Correspondence

A letter was received from Indigenous and Northern Affairs Canada to inform the DBA that the Wasauksing Swing Bridge will be operating on a restricted schedule.

Rick Harrington, from Community Living Parry Sound sent an e-mail requesting Community Living be considered as a recipient for the Parking Meter Fundraising initiative. The board agreed, and all money collected from October 1 – December 31, 2017 will be donated to Community Living.

Previous Business

a) Salvation Army Community Van

- Susan met with Justin to discuss the location of the community van on Monday and Friday evenings. The van is drawing a larger crowd including many kids on bicycles. Justin worked at the van one Friday evening and saw himself how busy it has gotten.
- Moving the van off of the main street was discussed. One location could be on the other side of Mary Street. Justin is leaving and new officers will be starting on July 11th. Susan will arrange to meet with them.

b) Response to Dan DiNicolo's letter to Council

- Daryl drafted a response to Dan's letter and the board members submitted their comments on it to Susan. Susan will send the letter to Jackie Boggs for Council and will cc Rob Mens, Lynn Middaugh and Greg Mason.
- Daryl is still working on a letter addressed to the Downtown Steering Committee.

c) Strategic Plan Process

- Susan and Daryl met with Greg and Lynn to discuss the process for developing a Strategic Plan for the DBA.
- Susan has spoken to Kay Mathews from OBIAA about acting as a facilitator. Kay has done this for other BIA's and charges \$1,000/day plus expenses. She will leave all of her notes and assist Susan in writing up the final version of the Strategic Plan.
- Lynn is concerned that Kay will not be providing the final documents.
- The facilitator must understand BIA's as well as the Parry Sound area.
- We will develop Terms of Reference. There are two other people besides Kay who Lynn and Greg feel could act as a facilitator. We will send the TOR to all three and ask for proposals.
- Once the proposals are received the DBA Board will decide who we use.

d) Parking Committee Report

- David and Susan met with Tammy and Marc, the bylaw summer student. It was decided no more tickets will be given out for re-parking and the permit parking spots will be moved from the bottom of the Miller Street parking lot to the top of the parking lot.

e) Fundraising Meters

- \$545.45 was raised from the fundraising meters for Treetops Community Forest.

f) Walk of Fame Stones

- David is trying to contact the company to find out when the first stone will be ready. If it is ready in time we will look into an "unveiling" during the GB Craft Fair.

New Business

a) Information Kiosk

- All of the Muskoka brochures have been restocked. David doesn't want to remove them until there are more Parry Sound brochures, otherwise, the booth will look empty.
- Susan put something in the last newsletter encouraging businesses to put out their brochures.
- We need a handyman to do some maintenance including levelling the building so the front doors close properly.

b) Letter to the Editor re: Hanging Baskets

- A letter was put in the North Star two weeks ago, stating the Downtown Business Association missed an opportunity by not planting of red and white flowers in the hanging baskets.
- Susan, David and Daryl put together a response that was posted on Facebook and also appeared in the North Star on July 12th.

Reports

a) Administrator- Susan Hrycyna. A detailed report is on file.

- All of the planters are planted, this was a huge job and this year Susan had to do it by herself. Next year we should consider making a donation to the Horticultural Society in exchange for their help.

b) Events – Susan Hrycyna. A detailed report is on file.

- Georgian Bay Craft Fair
 - A site plan was worked on to determine the location of the inflatables, music and BBQ.
 - Susan will talk to the businesses near Seguin Street about the location of the inflatable obstacle course and bouncy castle.
 - Daryl will be there at 9am to set up for the music
 - Susan needs help at the end of the Silent Auction at 2:45pm. Daryl and David are able to help. Susan will contact Cathy and Paul to see if they are available.
- Downtown Car Show
 - Greg has agreed to show the Batman movie as a Tin Can Matinee during the car show.

c) Financial – David Coles. A detailed financial report is on file.

“Motion to accept the financial statements as presented”

Moved by: David Coles

Seconded by: Mike Puro

Carried

- We are still waiting for our HST refund
 - The auditor still has to let Angel know how to adjust the Metroland account.
- d) Chamber – Daryl McMurray
- Three board members have recently resigned.

Next Meeting

The next meeting will take place on August 2nd, 2017

“Motion to adjourn the meeting was made at 7:17pm “

Moved by: Sue Sullivan

Seconded by: Mike Puro

Carried

Minutes of the meeting were recorded by: Susan Hrycyna, Executive Administrator