



MINUTES

Parry Sound Downtown Business Association

November 8th, 2017

Meeting called to order by Mike Puro at 6:31pm

In Attendance

Board Members: David Coles, Sue Sullivan, Councillor Paul Borneman, Mike Puro, Cathy Downing, Karen Hobson

Staff: Susan Hrycyna

Regrets: Dora Logan

Approval of Agenda

“Motion to approve the agenda of the November 9th, 2017 DBA Board of Directors Meeting”

Moved by: Paul Borneman

Seconded by: David Coles

Carried

Approval of Minutes

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

Moved by: Karen Hobson

Seconded by: Sue Sullivan

Carried

Correspondence

A request was received from RISE: Resource Centre for Independent Living asking to be a benefactor of our parking meter fundraising initiative. Any money collected from January 1, 2018 until March 31, 2018 will be donated to RISE.

Previous Business

a) Salvation Army Van

- Paul met with Dennis Miner to discuss relocating the Community Van. Denis is aware of the issues that have arisen with the larger crowd and was open to some of the suggestions Paul had for possible alternate locations.
- Paul will talk to Gary McNabb about possibly using their parking lot.

b) Strategic Planning Workshop

- The Strategic Planning workshop will be held on Sunday January 21st. Susan will ask Lynn to book the Council Chambers. Governance training will be on Saturday January 20th from 5-7pm.
- Susan has sent all board members a survey to fill out in preparation for the workshop. Another survey will be going out to all DBA members.

c) Website RFP

- Susan put together an RFP for new website design. She forwarded it to Daryl for comments. She will take his comments and revise it and then send it to the board members to review.
- Once ready it will be put on our website, an ad will be put in the local paper and Susan will send it to James at Explorer's Edge.

d) Sewer Smell

- An update was received from Dave Thompson. They have identified and documented the source of the smell and are making progress in having it corrected. He will advise of further progress when it occurs.

New Business

a) Buskers

- Susan has received feedback from three of the buskers. All of their comments were positive and they would like to be considered for busking next summer. Susan will continue to follow up and will ask the business owners for their comments.

b) Budget 2018

- Discussions will begin at the December board meeting. Susan will work on a preliminary budget before the meeting.

c) Directors

- Susan spoke to Dora Logan about her board position. Dora would like to continue as a board member when she feels she is up to it. We will keep her position open unless we have more than two people interested in joining the board.

d) Christmas Garland and Bows

- Susan will be putting up the decorations next week. Cathy and Paul are available to help.

e) Hanging Baskets

- April sent a picture of what plants the town is planning on putting in the hanging baskets for 2018. There were no concerns.

f) Jennifer Obdam's Complaint

- Jennifer Obdam spoke to Sue Sullivan regarding how the balloons for Halloween in the Downtown were purchased. Sue explained that small purchases such as this are approved through the event budget when the DBA budget is approved.
- For 2018's event we might have the opportunity to buy balloons at wholesale prices and there is someone who will donate the helium.
- In the future Susan will try to bring any bids to the board for approval and will let them answer any emails that could possibly be contentious.

g) Police Presence

- Paul will arrange for someone from the OPP detachment to come to our December meeting to discuss shoplifting and having more of a police presence in the downtown

Reports

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

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

- Halloween in the Downtown
 - This was a very successful event. Some of the stores had 250 kids trick or treating. Many comments were heard from the parents stating they would be back to a store later to do some shopping, or that they hadn't realized a store carried specific items.
- Light up the Park
 - Our sound system is not needed this year.
 - David from the Bargain Shop will come and give out coupons for his store

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

- When the GIC was reinvested, the \$55 in accrued interest was not paid into the DBA account. David and Angel will go to the bank to try to resolve this in person. "Motion to accept the financial statements as presented"

Moved by: Paul Borneman Seconded by: Cathy Downing Carried

d) Council – Paul Borneman

- Three applicants for the Façade Improvement Program were approved – Ritchie Insurance, Pardon my Garden and 18 James.

Next Meeting

The next meeting will take place on December 13th, 2017

"Motion to adjourn the meeting was made at 7:47pm "

Moved by: David Coles Seconded by: Paul Borneman Carried

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