

move the van off of the main street and thought the upper part of the James Street parking lot would be suitable. Susan will ask Peter Van Druin to suggest other spots in the downtown area that he feels would be suitable for the van. Susan will also ask Peter Brown to get a quote that includes leaving the box where it is and installing a new box in the parking lot.

- Susan asked Kim Munroe if we could announce winners of Rewards Shopping Program in our monthly DBA corner. Kim said no, because this is an editorial and must be kept that way.

7) Financial Report - Angelika Distler. A detailed report is on file.

- A liability account for downtown dollars was started.

8) Events Committee - Lis McWalter & Susan Hrycyna on behalf of Shirlene Johnston

- Susan talked about the grant proposal she submitted for Ladies Weekend 2013.

Resolution 12-47

“For the DBA Board of Management to go In Camera at 7:12pm”

Moved by: Angelika Distler

Seconded by: Daryl McMurray

Carried

Resolution 12-48

“For the DBA Board of Management to go back into an open meeting at 7:21pm”

Moved by: Dan McCauley

Seconded by: Angelika Distler

Carried

- Lis reported on Shirlene’s request to continue to Chair the Events Committee however Shirlene noted that she is unable to attend the regular Board meetings and expressed a desire not to continue as a Board member. It was agreed Lis will speak to Shirlene to let her know the board would be pleased to have her to continue to chair the Events Committee and as a member of the Board, however it is important that the chair of any committee have appropriate representation on the Board. Shirlene will continue to serve on the Board until we receive formal notification to the contrary. The Board agreed to try out the arrangement whereby Shirlene chairs the Events committee and Angelika Distler and Susan Hrycyna who are both members of the Events Committee will report on behalf of the Events Committee. Lis will also let Shirlene know she will be asked to come to board meetings from time to time to give an official report from the events committee.

9) Chair Report - Lis McWalter. A detailed report is on file. Items discusses in detail by the board members are listed below.

- NOHFC has approved phase one of our request for a Consumer and Market Study.
- Council approved proceeding with the process to change the by-law to update our boundaries. Susan will be working on this in January.
- Intern status. Sean will be working on our social media presence and strategy, Events Committee, updating membership, inputting data on our new website, and assisting in activities in the Revitalization Plan. The website will be his first priority. He will work for the DBA on Monday, Friday and Wednesday afternoon. Lis has an e-mail to go out to the membership introducing Sean. She read it to the board members. Susan to send it out once she gets a picture of Sean.
- Lis met with Peter Brown to discuss the ideas developed by the Streetscaping Committee. Specifically: pop up parkettes, putting in a permanent garden at the end of Jukes Lane, and gardens around the base of some of the trees in the downtown.
 - A mock up was looked at for the proposed permanent garden at the end of Juke’s Lane. Lis will find out who owns the property. Lis will also look into the possibility of moving the garden up and closer to Juke’s Lane onto what Dan believes is town property.

- Peter likes the idea of putting permanent gardens around the base of some of the trees downtown. He would like a 2' concrete bench around the garden area. Locations for these gardens need to be determined.
- Lis would also like some outdoor seating beside the kiosk.
- Peter likes our original plan of benches on the pop up parkette. Lis met someone who would be interested spearheading a fundraiser to raise money to finance these parkettes. The first thing Lis must do is get permission from council because they are going to take up at least one parking spot during the summer.
- Lis is getting a price for free wifi on James Street from Seguin to Mary Street and up Seguin to the kiosk.

10) Pending business

- Website & Logo Design Update
 - Daryl has changed the logo based on the comments from the last board meeting.
 - Daryl is still working on the website. The website should be ready to go live by the end of February. The businesses will be able to update their own profile. An administrator will have to approve any changes that are made before they go live.
- Banners
 - Susan explained that the company has stated that a \$75/hour design fee is now going to be charged. She showed some examples of the "Georgian Bay Pine Tree" and one was chosen.
 - Peter has suggested vents be put into the top and bottom of the banner in order to let the wind pass through. This should help stop them ripping apart.
 - Peter found banner arms to add onto the light poles so the banner can be secured at the bottom, they cost \$190 for a set of two. Susan will walk around downtown and plot out exactly how many poles will need these added. She will ask Peter for the cost of installing the banners arms and removing some of the light sprays.
 - Installing flags on bridge was discussed. It was decided to put one of each style of banner at the front of the bridge. We will put an Ontario flag, a Canadian flag and a Town of Parry Sound flag on the bridge.

11) New Business

- Budget. The budget for 2013 was worked on. We should be able to finalize the budget at the next meeting.
 - For Fall Harvest decorations Susan will look for something other than corn stalks.
 - The Board Members feel the permanent gardens (the structures, not the flowers) should come out of our capital money.
 - Daryl is looking into a solar system to provide power to the kiosk.

12) Associate Memberships

- We will revisit in the future if required.

13) The next meeting will be Wednesday January 9, 2013 at 6:30pm at GB Software.

14) Meeting adjourned at 9:25pm

Minutes recorded by: Susan Hrycyna, Executive Administrator

Chair

Date