

Resolution 13- 07

“That the DBA Board of directors accepts Shirlene Johnston’s resignation”

Moved by: Angelika Distler

Seconded by: Perry Harris

Carried

5) Administrator’s Report – Susan Hrycyna. Detailed report on file. Items discusses in detail by the board members are listed below.

- Registration for the annual OBIAA conference in Toronto is now open. The board has allocated \$1200 in the budget for this. Susan will register before the early deadline.
- Susan has started looking into a cell phone. The cheapest data plan she can find will cost approximately \$70 per month. The budget for telephone will be increased to \$1300 to cover the office phone and the cell phone.
- Susan suggested the DBA put a booth in the Rosseau Farmer’s Market at the beginning of July to promote our events. Before committing to this, she will look at other township’s markets to make sure we are evenly represented.

At 7:54 pm Perry Harris has to leave on a personal matter. With his absence we no longer had quorum, so the meeting was stopped until his return.

Perry returned at 8:04pm and the meeting resumed.

6) Action Register Update – The action register was updated.

7) Events Committee Report – Detailed report is on file. Items discusses in detail by the board members are listed below.

- Georgian Bay Chairs Silent Auction form
 - The application form was reviewed. There was a recommendation that we charge each artist a \$50 deposit when the chair is delivered to them. The board did not think this was necessary. The board also discussed the concept of having a mock-up of the proposed painting with each application form. The board felt that either a sketch or a description was sufficient.
 - The option of delivery and assembly of the chairs be removed from the form.
 - The application form was approved with these changes.
- Ladies Weekend
 - Vendor rates were discussed. The restaurants will be charged \$150 and vendors will be charged \$75.
 - We should be looking for more sponsors and selling ad space in the passport to raise money as well.
 - Sherry Mair and Northern Paradise Event Planning offered to put on a Yuk Yuk’s night on May 4th as part of Ladies Weekend if we get grant approval. She would charge the DBA \$180, and the DBA would be responsible for all expenses and would receive all the revenue. The board declined her offer pending approval of the grant at which time we would request quotes from multi companies that have indicated an interest.
- Artist’s Day
 - There was considerable discussion regarding the appropriate vendor rates for the Artist day. The two considerations were that we did not want to make the price too high resulting in lower participation than desired, and secondly, we did not want to price the rate too low and set unreal expectations for future years. It was agreed that a comment would be put on the entrance form such as “introductory offer”. After further discussion, the price was set at \$50

- Light up the Park
 - The events committee proposed that Light up the Park be moved to the same night as the Santa Claus parade. The board rejected this idea and asked the events committee to either revitalize the event or cancel it all together.

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

All of the books are ready to give to the accountant for auditing.

- The 2013 Budget was looked at and some minor changes were made.
 - Angelika will remove capital expenditures. She will show the GIC's on a separate balance sheet and then show what money is going to be used as a revitalization expense.

Resolution 13- 08

“That the DBA Board of directors approve the 2013 Budget with the above changes”

Moved by: Perry Harris

Seconded by: Dan McCauley

Carried

9) Chair Report - Lis McWalter

- Lis did a deputation before council and presented our revitalization plans for 2013, pending approval. Rob Mens will be putting something forward to council for approval.
- Lis reported that as previously noted there were two TD grants available for greening of the Downtown. One is the FEF grant and the other the Greenstreets grant. The Greenstreets grant content had been reviewed at the January board meeting and had to be submitted by January 5th. The FEF grant was due in mid January, however, was not submitted due to difficulties with the grant form on line and also as it may cause a conflict in the TD grant approval process. Decision on the Greenstreets grant is due at the end of March.
- Lis is still working on getting a grant for a Consumer and Market study. For the FedNOR grant, it may require teaming with another community group(s) as the FedNOR program is not focused on Downtowns. Lis agreed that no final arrangements or decision would be made with another group prior to bringing the option back to the board for discussion and approval.
- Lis has asked Sean to put together some statistics for social media. More details to follow. The objective is to understand our social media presence, actual to goals, determine areas for improvement, etc.

10)New Business

- 2013 AGM – Dates for this will be discussed at the next meeting.

11)Pending business

- Website Update
 - Daryl has the spread sheet back from Sean but hasn't had a chance to look at it. Once he has some time he will start putting that into the website. Daryl has also been spending time building the editor.
- Dan has all the statistics as far as commercial levees and taxes go. He will bring them to the next board meeting.
- Banners
 - We are going to go ahead with installing flags on bridge
 - The board members liked the coloured trees on the banners instead of a plain black tree.
 - Susan will get a quote for the banners and then go ahead and order them. They must be invoiced before the end of March.

12) The March meeting will be postponed one week due to members being away during March Break. The meeting will be held on Wednesday March 20, 2013 at 6:30pm.

13) **Resolution 13-09**

“That the meeting be adjourned at 9:11pm”

Moved by: Perry Harris

Seconded by: Dan McCauley

Carried

Minutes recorded by: Susan Hrycyna, Executive Administrator

Chair

Date

DRAFT