



DOWNTOWN
PARRY SOUND

MINUTES

Parry Sound Downtown Business Association

Board of Directors Meeting

January 11th, 2023

Doug called the meeting to order at 6:33 pm

In Attendance

Board Members: Doug Wilton, Bernice Anderson, Mary-Ellen Swan, Tim Dunn,
Meredith McCaffrey

Councill Representative: Chris McDonald

Guests: Don Corbett

Regrets: Matt Meglio

Staff: April Denman

Approval of Agenda

“Motion to approve the agenda for this January 11th, 2023 DBA Board of Directors meeting with the correction under correspondence of the BDO audit being for 2022.

Moved by: Tim Dunn

Seconded by: Bernice Anderson

Carried

Approval of Minutes

No minutes to approve as last meeting was the annual AGM

Conflict of Interest Declaration

None declared

Correspondence

- BDO has emailed to start the audit for year ending 2022. Chris will inquire if the DBA is required to use BDO for their audit because of the Town’s audit, or if a local accountant could be used instead.
- James King – Assistant for MPP Graydon Smith emailed to offer any assistance to the DBA. Their office is located upstairs in the Beatty Building.

Old Business

None

New Business

Resolution 23-01

“Nomination made naming Doug Wilton, Chair of the Board of Directors for the DBA”

Moved by: Tim Dunn Seconded by: Bernice Anderson Carried

Resolution 23-02

“Nomination made naming Tim Dunn, Vice Chair of the Board of Directors for the DBA”

Moved by: Mary-Ellen Swan Seconded by: Chris McDonald Carried

Resolution 23-03

“Nomination made naming Meredith McCaffrey, Treasurer of the Board of Directors for the DBA”

Moved by: Mary-Ellen Swan Seconded by: Bernice Anderson Carried

Resolution 23-04

“Update signers on Scotia Bank account naming Chair - Doug Wilton, Vice Chair - Tim Dunn, Treasurer - Meredith McCaffrey and Executive Director - April Denman”

Moved by: Bernice Anderson Seconded by: Mary-Ellen Swan Carried

Resolution 23-05

“Motion to Accept Don Corbett’s request to join the DBA Board of Directors”

Moved by: Tim Dunn Seconded by: Meredith McCaffrey Carried

- Mary-Ellen has volunteered to join the Events Committee, Bernice will continue on the Beautification Committee, April will connect with Seanan Megyesi to see if he is still interested in returning to the Board as the Chair of the Marketing Committee.
- A separate budget meeting date was set for February 22nd, 6pm at Parry Sound Public Library.

Reports

Detailed reports for the Beautification, Events and Marketing Committees will resume for the January reporting at the February Board meeting, giving the committees time to meet, discuss projects and set new budgets.

Next meeting: February 8th, 2023 – 6pm – Parry Sound Public Library