

Port Colborne Downtown Business Improvement Area Board of Management

Minutes of Regular Meeting, Monday, May 14, 2018

BIA Office

Attendance

BIA Board of Management

Chair Betty Konc, Chair

Alana Hoyle, Treasurer

John Mayne, Council Rep

Jamie Sherk – Director

Guests: Seika Groves, Putzy

Regrets: none on file

1. Welcome: Chair opened meeting 8:06am

2. Declaration of Conflicts: none

3. Approval of Agenda: J.Mayne. J. Sherk carried

4. Motion to approve March minutes: A. Hoyle, J. Sherk, J. Maynes carried

REPORTS:

5. Treasurer's report: Rack Cards paid – Audit Paid – \$28,748 bank

6. Advertising committee report: BIA contract – Agree to print 500 more rack cards through Think Ink

7. HarvestFest: \$2000 allocated – Date: Sept 29 /18 – Letter of request to be sent to city for Market Sq. & Hydro

8. Art Crawl: Putzy spoke regarding sponsorship levels and layout

Call out for musicians – Artists to be placed along West St – Kids area on Clarence

Call to Artisits – Cost \$50 vendor – Add calls to Kijiji & Eventbrite

9. Tug boat Santa: Dee organizinf event and looking for donations for candy – Approach Candy Safari

11. Staff Report: Following up with City on Bus Tours, Short Trips and Victory Cruises also beach access
Motion to approve reports carried: J. Sherk, J. Mayne

12. Other Business: Letter of resignation required from Kyla Penny who wishes to step down from board in
Advertising/Marketing
Add City Elections Procedure Manual as part of our mandate

Business carried J. Sherk, J. Maynes, A Hoyle

13. Next meeting: Monday, June 11, 2018 at 8:00 AM (at BIA office)

14. Meeting adjourned: 9:12am

City of Port Colborne
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CORPORATE SERVICES
DEPARTMENT

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COUNCIL**

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CITY CLERK
CITY OF PORT COLBORNE