

Wingham BIA Board Meeting
Thursday, January 14, 2021 @ 6:32pm via Zoom

Board Members Present:

Lisa Hearnden, Doug Kuyvenhoven, Annette Monsma, Jason Schiestel, Ryan Ferguson, Jim Snyder,
Council Representative Deputy Reeve Trevor Seip

Board Members Absent:

Jordan Hodgins,

Others Present:

Paul Heffer - Township of North Huron Councillor
Kendra Quinlan - Ship 2 Shore

1. Call to Order

Chair Kuyvenhoven called the meeting to order at 6:30pm via Zoom.

2. Public Input (Opportunity for guests to speak up to 2 minutes on any agenda item)

No comments from the public.

3. Approval of the Agenda

Moved by: J Snyder

Seconded by: D Tiffin

THAT the Wingham BIA Board hereby approves the agenda

For (8): J. Snyder, D. Kuyvenhoven, J. Schiestel, L. Hearnden, T. Seip, D. Tiffen, R. Fergusson,
A.Monsma

CARRIED (8-0)

4. Approval of Previous Minutes

4.1. Approval of BIA Board Meeting minutes - December 3, 2020

Moved by: T.Seip

Seconded by: R.Fergusson

THAT the Wingham BIA Board hereby adopts the minutes of the December 3, 2020

Wingham BIA Board Meeting; as presented.

For (8): J. Snyder, D. Kuyvenhoven, J. Schiestel, L. Hearnden, T. Seip, D. Tiffen, R. Fergusson,
A.Monsma

CARRIED (8-0)

5. Declaration of Conflicts of Interest

None noted.

7. Financials

7.1. Financial Statements

Member and Treasurer Schiestel provided the financial report as sent out with the agenda to the board of management.

7.2. Cheques Written - approval

Moved by: R.Fergusson

Seconded by: T. Seip

THAT the Wingham BIA Board hereby approves the cheques written since the December 3, 2020 Board Meeting.

For (8): J. Snyder, D. Kuyvenhoven, J. Schiestel, L. Hearnden, T. Seip, D. Tiffen, R. Fergusson, A.Monsma

CARRIED (8-0)

7.3. Accounts Receivable

Accounts Receivable was reviewed by the Board. D. Kuyvenhoven to follow-up with overdue accounts.

7.4. BIA Community Cash

The new booklets are \$200 with 10x\$10 & 5x\$20

8. BIA Board Positions

8.1. Jordan Hodgins- we received Jordan's resignation.

Moved by: J. Snyder

Seconded by: L. Hearnden

THAT the Wingham BIA Board accepts the resignation of Jordan Hodgins.

For (8): J. Snyder, D. Kuyvenhoven, J. Schiestel, L. Hearnden, T. Seip, D. Tiffen, R. Fergusson, A.Monsma

CARRIED (8-0)

8.2. Jason Schiestel- we received a letter of resignation from Jason Schiestel

Moved by: T. Seip

Seconded by: D. Tiffin

THAT the Wingham BIA Board accepts the resignation of Jason Schiestel.

For (8): J. Snyder, D. Kuyvenhoven, J. Schiestel, L. Hearnden, T. Seip, D. Tiffen, R. Fergusson, A.Monsma

CARRIED (8-0)

8.3. BIA Board Treasurer position - Doug Kuyvenhoven was nominated and accepted the nomination.

Moved by: L. Hearnden

Seconded by: D. Tiffin

THAT the Wingham BIA Board elect Doug Kuyvenhoven to the position of treasurer.

For (8): J. Snyder, D. Kuyvenhoven, J. Schiestel, L. Hearnden, T. Seip, D. Tiffen, R. Fergusson, A.Monsma

CARRIED (8-0)

8.5. BIA Board Chair position -

- 8.5.1.** Doug Kuyvenhoven resigned from the Chair effective the end of the meeting. **Moved by:** T. Seip

Seconded by: R. Fergusson

THAT the Wingham BIA Board accept the resignation of the chair Doug Kuyvenhoven.

For (8): J. Snyder, D. Kuyvenhoven, J. Schiestel, L. Hearnden, T. Seip, D. Tiffin, R. Fergusson, A.Monsma

CARRIED (8-0)

- 8.5.2.** Dave Tiffin was nominated for the position of Chair and accepted the nomination for one year.

Moved by: T. Seip

Seconded by: R. Fergusson

THAT the Wingham BIA Board elect Dave Tiffin to the position of Chair.

For (8): J. Snyder, D. Kuyvenhoven, J. Schiestel, L. Hearnden, T. Seip, D. Tiffin, R. Fergusson, A.Monsma

CARRIED (8-0)

9. Bank account

- 9.1. TD to Libro** - D. Kuyvenhoven requested that the BIA bank account be moved to Libro as that will be more convenient for the new treasurer. The BIA Community Cash account is already with Libro.

Moved by: D. Kuyvenhoven

Seconded by: J. Snyder

THAT the Wingham BIA Board open a chequing account at Libro and close the BIA bank account at the TD bank.

For (8): J. Snyder, D. Kuyvenhoven, J. Schiestel, L. Hearnden, T. Seip, D. Tiffin, R. Fergusson, A.Monsma

CARRIED (8-0)

- 9.2. Signing authority**

Moved by: J. Snyder

Seconded by: R. Fergusson

THAT the D.Kuyvenhoven, D.Tiffin, and L.Hearnden be the signing authorities on the bank account.

For (8): J. Snyder, D. Kuyvenhoven, J. Schiestel, L. Hearnden, T. Seip, D. Tiffin, R. Fergusson, A.Monsma

CARRIED (8-0)

10. BIA AGM

- 10.1. Date** - Thur, Feb 25 @ 7:30 pm

- 10.2. COVID** contingency plans for AGM - will hold it via Zoom if necessary

- 10.3. Agenda** - year in review, financial statement 2020, budget 2021, new board members nominations and voting to two board vacancies.

- 10.4. Meeting Notices** - must be sent out 2 weeks before the AGM by mail.

- 11. BIA 2021 Budget** - Will likely be similar to 2020. Suggestion made to increase the main street decorations budget. T. Seip, L. Hearnden, D. Kuyvenhoven, & D. Tiffin will work on preparing the draft budget to present at the next board meeting.

- 12. BIA AGM Awards for 2020** - Awards committee was made up of Kendra Quinlan, D. Tiffin, L. Heandren, & T. Seip. The categories are: Volunteer of the year, Business of the year, Civic improvement, Lifetime Achievement (optional award), New Businesses.

- 13. COVID Crisis-** North Huron website has information

14. BIA Committees & Liaisons

14.1. Retail Committee

14.1.1. Spend your Shift - no update

14.1.2. Huron County Wish Book promotion - no update

14.2. Radio Ads - No update

14.3. Curb Appeal

Doug to follow up on the flower colours and ordering of the flower baskets.

14.4. NH Museum Committee

Paul updated saying that they are in the final stage and the presentation will be made to council in the next few months.

14.5. Wingham Community Connectors

D. Tiffin reported that the winners for the 12 Days of Christmas have been decided and the BIA Community Cash will be awarded soon.

14.6. Cruikshank Park Christmas Lighting - T. Seip will mail out thank you letters to Tharon Riley and Len Walters.

15. Other Business

15.1. LED Sign at Tim Hortons Corner - Doug Kuyvenhoven

3 quotes were received and it looks like the LED sign can be completed within budget. The committee to review the quotes will be waiting for COVID restrictions to be lifted before visiting vendors and then making recommendations to the board.

15.2. Music on Main Street

Christmas music was turned off Dec 31. There were no complaints this year.

15.3. Meeting schedule for 2021

Moved by: D. Tiffin

Seconded by: L. Hearnden

THAT Wingham BIA Board meetings will normally be held the 3rd Thursday of each month at 6:30 PM starting in March with the exception of July when there will be no BIA meeting.

For (8): J. Snyder, D. Kuyvenhoven, J. Schiestel, L. Hearnden, T. Seip, D. Tiffen, R.

Fergusson, A. Monsma

CARRIED (8-0)

16. Next BIA Board Meeting - Thursday Feb 4, 2021 via Zoom

18. Motion to Adjourn

Moved by: L.Hearnden

Seconded by: T.Seip

THAT there being no further business before the Wingham BIA Board, the meeting be hereby adjourned at 7:41pm

For (8): J. Snyder, D. Kuyvenhoven, J. Schiestel, L. Hearnden, T. Seip, D. Tiffen, R. Fergusson ,
A.Monsma

CARRIED (8-0)

Doug Kuyvenhoven, Chair

Annette Monsma, Secretary