

## Wingham BIA- Board of Management Meeting

Date/Time/Location: Thursday September 19, 2010 , 6:30pm at the Hot Stove Lounge

**Present:** Doug Kuyvenhoven, Dave Tiffin, Annette Monsma, Jim Snyder, Jason Schiestel,

**Guests:** Huron County Digital Main Street Squad - Bonnie Ash & Lianne Pollard

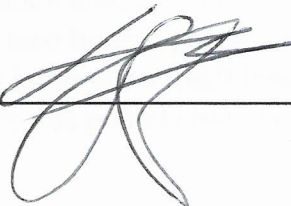
**Absent with notice:** Lisa Hearnden, Jordan Hodgins, Trevor Seip

1. Welcome - Meeting called to order at 6:36pm
2. Approval of Agenda - Moved by Jim Snyder. Second by Jason Schiestel. Carried.
3. Approval of Previous Minutes
  - a. BIA Minutes - The email from Carson Lamb regarding rules and guidelines for minutes was reviewed.
  - b. Approval of Sep 5 Minutes - Moved by Dave Tiffin. Second by Jim Snyder. Carried.
  - c. Approval of Aug 15 minutes - Moved by Dave Tiffin. Second by Jim Snyder. Carried.
4. Delegation - Lianne Pollard and Bonnie Ash from Digital Main Street came in and introduced themselves and talked about the free program and \$2500 grant. The program assists main street businesses to get a website, be present on Google and Apple Maps, Facebook , Instagram, add online sales, etc. There is an assessment that you have to do which takes 10-15 min. Then online training which take a total of 8 hours. Deadline for the grant applications is Dec 31, 2019. An information meeting for the businesses that are interested was planned for Thu Oct 3 @ 6:30 pm in the Hot Stove Lounge. Dave will send out a Mailchimp to the BIA members about the information meeting. Dave will generate a list of all the BIA businesses and forward it to Bonnie & Lianne. Dave will also post the Huron County Entrepreneur & Business workshops on the BIA's FaceBook page.
5. Financials - Jason
  - a. Financial statements- Jason reviewed them with board
  - b. Cheques written - Motion by Dave Tiffin to approve. Second by Jim Snyder. Carried
  - c. A/R Review
6. Musical Muskrat Festival - A thank you letter was sent to the committee by Dave.
7. BIA Committees & Liaison
  - a. Retail Committee
    - i. Next campaigns - no report
  - b. Radio Ads - no report
  - c. Curb Appeal - Doug
    - i. Paint the Town has been completed. Lots done! Great Job by the volunteers. Libro made a donation to the BIA to cover the cost of materials. Dave will send a thank you letter to Libro.
  - d. Communications - Dave reported that he is continuing to update Facebook and the website as needed.
  - e. Economic Development - Dave
    - i. Housing shortage - There continues to be a housing shortage. Reeve Bailey stated that a shovel will be breaking ground next year in Hutton Heights.
    - ii. CIP (Community Improvement Plan) - The grant application has been amended to allow inside work to be included starting Jan 2020.

- f. Branding Wingham for Music - Doug reported that the committee met on Sept. 10th
    - i. Light Pole Banners - Doug researching costs, there are 52 flags. It was agreed to do ½ flags and ½ banners in 2020.
    - ii. Wingham's Music Maker Space - new initiative planned for Madill's music room Mondays 6:30-7:30 PM from Oct 21 to Dec 9
    - iii. Next meeting Nov 5th.
  - g. Wingham Town Hall Theatre Updates
    - i. Upcoming Shows - Doug reviewed the upcoming show listed on the musicinwingham.ca website.
    - ii. The Stompin' Tom show raised \$1700 for the theatre.
    - iii. Volunteers are needed for distributing Posters & Signs and Ushers and ticket sales at the shows. Tharon has volunteered to distribute Posters and find and coordinate volunteers.
    - iv. Sound System will be an asset to attracting performers. Estimated cost for a sound system for the theatre is \$16,000.
  - h. Wingham Community Connectors - Dave reported that a Volunteer Fair is planned for Apr 23 1-8pm, \$20 table, No charge for hall but they will have to purchase any snacks. Motion by Dave to donate up to \$300 towards this event. Second by Annette. Carried.
  - i. Wingham Farmers Market - Jim report their last market is this coming Wed. The lunch BBQ was a success. Jim will be setting up a table at the Volunteer Fair.
  - j. Festival of Lanterns - no update
  - k. Remembrance Day - Mon. Nov 11th
  - l. Cruikshank Park- Lighting of the Christmas Lights - Fri. Nov 15 @ 6:30pm
  - m. Santa Claus Parade - Sat. Nov 30 @ 10:30am
8. Other business
- a. LED Sign at Tim Hortons Corner - Doug
    - i. Council approved. Now with staff to work through. Doug met with Sean McGhee. Looks like we could get approval to install in 2020.
    - ii. Cost - Doug to work on estimate for the 2020 BIA budget
    - iii. Running the sign - Recreation and Community Services would be best.
  - b. Digital Main Street - needs someone from the board to meet and work with the digital experts who will be meeting business owners. Dave will be the key contact.
  - c. North Huron Museum
    - i. Committee of Council meeting was today at 2 pm. Huron County Museum Curator, Elizabeth French will be at the October meeting.
  - d. Westcast and Britespan reported that they had an increase in job applications.
9. Next BIA General & Board meetings- (1st & 3rd Thursdays of the month)
- a. BIA General Meeting - Oct 3 @ 8am
  - b. BIA Board & General - Oct 17 @ 6:30pm
10. Meeting adjourned at 8:25pm. Moved Jim Synder. Seconded by Dave T. Carried.

Date: 2019-10-17

Chair: \_\_\_\_\_



Secretary: \_\_\_\_\_

