



Downtown Business Improvement Area (BIA) Board

UNADOPTED MINUTES

Held on Wednesday January 17, 2024 at 6:30 PM

Held in Person (& Online via WebEx) at Town Hall 30 King Street East

| BOARD MEMBERS PRESENT | | STAFF PRESENT |
|------------------------------|-------------------------------|------------------------------------|
| Members: | Councillor David Osmond | Melanie Kirkby, Treasurer |
| | Randall Smith, Vice-Chair | Lynsey Zufelt, Recording Secretary |
| | Lesley Poole, Treasurer | Amanda Trafford (Online) |
| | Lisa Robichaud, Chair | |
| | Kathrine Christensen (Online) | |
| Regrets: | Ryan Chartrand | |
| | Shannon Treanor | |
| | Carolyn Harding | |

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| 1. | Call Meeting to Order |
| | The Chair called the meeting to order at 6:41 PM. |
| 2. | Disclosure of Pecuniary Interest & General Nature Thereof |
| 3. | Approval of Minutes (Adoption) – October 19th, November 15th & 22nd, 2023 |
| | <p>BIA Motion #2024-001 – Approval of Minutes - October 19th, November 15th & 22nd, 2023</p> <p>Moved By: Randall Smith Seconded By: David Osmond</p> <p>BE IT RESOLVED THAT THE DOWNTOWN GANANOQUE BIA BOARD APPROVE THE MINUTES OF THE OCTOBER 19, NOVEMBER 15 AND NOVEMBER 22, 2023 MEETINGS.</p> <p style="text-align: right;">- CARRIED</p> |
| 4. | Public Question/Comment – None |

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| 5. | Disclosure of Additional Items | | |
| | Amanda Trafford mentioned “My Main Street” funding programs opening for applications, to which the BIA Board may consider applying. | | |
| 6. | Delegations – None | | |
| 7. | Presentations by Staff | | |
| | <ul style="list-style-type: none"> • Amanda Trafford – Festival of Lights Report • Ms. Trafford was recognized by Treasurer/Acting CAO Melanie Kirkby for stepping up to take over the initiative. | | |
| 8. | Treasurer’s Report | | |
| | BIA Board Treasurer Lesley Poole went over the 2024 Budget for discussion. | | |
| 9. | Unfinished Business – Budget | | |
| *** Board Member Kathrine Christensen left the meeting at 7:32PM *** | | | |
| The Board did not have quorum upon Member Kathrine Christensen’s departure. The meeting officially ended at 7:32PM. | | | |
| 10. | Correspondence | | |
| 11. | New Business/Reports | | |
| 12. | Discussion of Additional Items | | |
| 13. | Next Meeting – AGM Thursday February 1, 2024 | | |
| 14. | Questions from the Media | | |
| 15. | Adjournment | | |
| | The BIA Board Meeting adjourned at 7:32 PM. | | |
| <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;"> <hr style="width: 80%; margin: 0 auto;"/> Lisa Robichaud, Chair </td> <td style="width: 50%; text-align: center;"> <hr style="width: 80%; margin: 0 auto;"/> Lynsey Zufelt, Recording Secretary </td> </tr> </table> | | <hr style="width: 80%; margin: 0 auto;"/> Lisa Robichaud, Chair | <hr style="width: 80%; margin: 0 auto;"/> Lynsey Zufelt, Recording Secretary |
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