



Downtown Ingersoll
Business Improvement Area



Ingersoll Business Improvement Area (BIA)

MINUTES – Meeting Notes

Monthly Board Meeting

Tuesday, April 9, 2013

7:00 pm - JCH Boardroom - Town Hall

Board Member	Attendance
Mike Bowman – President	Regrets
Sue Reintjes	X
Richard Hamilton	Regrets
Bob Mott	X
Tony Scott	Regrets
Councilor Gord Lesser	X
Kathleen Young	X
Lisa Janssen	X
Will Prinzen	Regrets
Vacancy spot on Board	
Kale Brown – Staff Support	X

1. Welcome/Introductions – Kale Brown

- Meeting called to order at 7:06 pm.
- Kathleen to Chair the meeting, moved by Gord/ Seconded by Sue

2. Approval of BIA Agenda for April 9, 2013

- Moved by Sue / Seconded by Kale.

3. Approval of BIA Minutes from March 12, 2013

- Moved by Sue / Seconded by Bob.
- Minutes to be circulated via e-mail list of BIA board members until the minutes are approved and then they will appear on the website.

4. Business arising from BIA Minutes from March 12, 2013

- Covered in the agenda

5. Financial Statements and Report to January 31, 2013

- Invoices to March 31, 2013 to be paid. (Lisa/Bob).

- Draft Budget demonstration from Kale – most items are complete, will make a few revisions for next meeting and should know the amount of the council levy increase by that time also.
- ED office to confirm if Parks & Rec are open to a flat donation rather than current arrangement for Christmas decorations downtown.
- ED to confirm if any festivals were billed for radio adverts on Heart FM specifically last year & paid.

6. Correspondence

- BIA new applications for Façade loans. (Lisa, Sue and Mike Approve).

7. Committee Reports – Ingersoll Festivals and Special Events

- Ribfest – Vicki to check about ice cream truck
- Charity form to be uploaded to the BIA website
- Confirming restaurants still, but will book a meeting of participants in early May
- Vicki to book next ribfest committee meeting

8. Advertising

- Two stations this year, Heart and Easy 101
- Business card adverts on the BIA web page – EDO to confirm they have been invoiced for 2013

9. Other Business

- Market Lane – Town staff waiting on report from the County on the condition and plans for the sewer line underneath the lane
- Roof access – EDO to ask the planning By-Law Committee to consider the situation.
- Jamie Cunningham - look to reschedule dates to an alternative date and potentially combine with the AGM night.

10. Adjournment - NEXT MEETING – Tuesday, May 14, 2013 at 7:00 pm in JCH Boardroom.