



**Ingersoll Business Improvement Area (BIA)**  
**Meeting Minutes**  
 Monthly Board Meeting  
 Tuesday April 9, 2019  
 6:30 PM – JC Herbert Room – Town Hall

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| Board Member               | Attendance |
|----------------------------|------------|
| Kathleen Young - President | Present    |
| Sue Reintjes               | Present    |
| Bob Mott                   | Regrets    |
| Mike Bowman                | Present    |
| Lisa Janssen               | Present    |
| Dom Ricciuto               | Present    |
| Amanda Evely               | Present    |
| Cheryl Cole                | Present    |
| Andrea Mulder              | Regrets    |
| Chantel Gabriel            | Regrets    |
| Councilor Gord Lesser      | Present    |
| Curtis Tighe – Staff       | Regrets    |
| Lauryn Ostermaier – Staff  | Present    |

Guests: Mark Erhardt – Jokers Crown, Steve & Cindy Walker – Chocolatea, Matt & Lisa Dube – Dwell Urban Boutique

1. **Welcome/Introductions – Kathleen Young**  
 Called to order at 6:33pm
  
2. **Disclosure of Pecuniary Interest**  
 None.
  
3. **Approval of BIA Agenda of April 9, 2019**  
 Moved by Dom Ricciuto, Seconded by Sue Reintjes – Carried.
  
4. **Approval of BIA Minutes from March 12, 2019**
  - Previous minutes to be circulated and posted to the website upon approval  
 Moved by Mike Bowman, Seconded by Sue Reintjes – Carried.
  
5. **Business arising from BIA Minutes – March 12, 2019**
  - **Downtown Signage / Dewan Park Sign**
    - On Hold – Curtis to provide RFP update during May 14<sup>th</sup> meeting.



- **Gazebo Lights**  
**A:** Lauryn to follow up with Darryl Capern (Parks Dept) to determine what materials are required to successfully install the Gazebo Lights. Will move forward with purchasing lights once details have been finalized.
- **Bike Repair Station**  
**A:** Lauryn to follow up with Sam Horton regarding the BIA's interest in donating funds to the bike repair station

#### 6. Financial Statements and Report from April 9, 2019

- Distributed to Board Members for review

#### 7. Correspondence

None

#### 8. Ingersoll Festivals and Special Events

- Red & White /Kick Off to Summer Event – Planning Update
  - Planning process is moving along
    - 15 local businesses will be offering sales/merchandise tables outside of their stores
    - Entertainment confirmed
    - Activities – face painting, balloon twisting, kids games, photo booth, etc. – confirmed
    - Facebook event has been created – will continue to promote.
    - Seniors Centre is providing a BBQ – we will need to provide a propane tank as well as, pick up and return same day of event
  - James Chamberlain proposed a partnership opportunity with this event by offering a car show
    - Arrange between 15-30 cars to attend
    - Request that we close Thames Street from 1pm – 7pm on Friday June 28<sup>th</sup>
    - The closure of the road would provide safety to patrons and would allow for all activities to be in one main location
    - Only cost to the BIA would be printing of the posters

**Motion to close Thames Street for the Kick Off to Summer BBQ/Red & White Summer Sale being held on Friday June 28<sup>th</sup> from 1:00pm and 7:00pm.**

**Moved by Dom Ricciuto, Seconded by Sue Reintjes – Carried.**

#### Any Other Business

- **IngersollWeddings.ca – update**
  - A:** Lauryn to send an email to the BIA Membership list to inform of this program and ask if businesses are interested in participating
  - A:** Amanda will reach out to Kelly Taylor (local photographer) to ask if interested in taking over this website OR social media
  - Participating businesses are to contribute with regular Facebook and Instagram posts to help promote this program
  - Participants of this program will be required to spend a minimum amount in each business (\$ amount to be determined)



- Forms will need to be updated with proper information
- **Send Us Your Photos Contest**
  - Contest is to become a monthly draw
  - \$50.00 prize will be awarded to each winner
  - Winner will be chosen at random
  - One picture will be chosen to be used as the cover page for the BIA's Summer Events Calendar

**A: Lauryn to update contest poster and begin promoting on social media**
- **Call List Pyramid**
  - Kathleen has updated the Call List – removed businesses no longer in operation and added new businesses to the area

**A: Kathleen to add Kure Fit and Flow Studio and the Universal Club to the list**  
**A: Lauryn to create new list sheets for each business on the Call List Pyramid**
- **BIA Conference Update**
  - Kathleen provided a brief review of the 2019 OBIAA Conference – what was learned, new products, etc.

**NEXT MEETING – May 14, 2019**

**9. Adjournment**

Meeting adjourned at 8:09pm.  
Moved by Amanda Evely.