



**Ingersoll Business Improvement Area (BIA)
Minutes**

Monthly Board Meeting
Tuesday, January 14, 2014

7:00 pm - JCH Boardroom - Town Hall

Board Member	Attendance
Mike Bowman – President	Regrets
Sue Reintjes	Present
Richard Hamilton	
Bob Mott	Present
Tony Scott	
Councilor Gord Lesser	Present
Kathleen Young	Present
Lisa Janssen	Present
Will Prinzen	Present
Chelsea Jibb - Staff	Present
Kale Brown - Staff	Present

- 1. Welcome/Introductions – Kathleen Young**
Meeting called to order at 7:13 PM.
- 2. Approval of BIA Agenda of January 14, 2014**
Moved by Will/ Seconded by Lisa – Carried
- 3. Approval of BIA Minutes December 3, 2013**
Minutes circulated and to be posted to the website.
Moved by Will/ Seconded by Lisa - Carried
- 4. Business arising from BIA Minutes December 3, 2013**
None
- 5. Financial Statements and Report to December 31, 2013**
Invoices to December 31, 2013 circulated. Approved and signed.

Statement of financial position as at December 31, 2013. At the time of meeting there were still some transfers to be completed but BIA account currently has a surplus.

2014 Budget Discussion. Recommendation to transfer Municipal Supplementary Levy revenue to another account. Report that auditing fees will increase this year. Direction given to compare auditing costs presented in tenders to see if in line with other offers. Draft budget was circulated. Budget will be amended for BIA AGM.

6. Correspondence

Ingersoll Lions Club

Letter requesting final approval of Façade Improvement Loan application. Letter received as correspondence. Direction given to draft response.

Town of Ingersoll

Letter requesting funding support for entrance signs. Letter read and circulated among members. Letter accepted as correspondence. Direction given to bring forward discussion of the request at the next meeting.

7. Committee Reports – Ingersoll Festivals and Special Events

Plan for 2014

Report on current planning status for 2014 events. A Ribfest/ Burgerfest questionnaire has been drafted and will be distributed to gauge local business support and gather suggestions to improve events.

8. Advertising

Discussion of advertising target. Suggestion made to advertise specific items as a package deal for special promotions and occasions.

9. Any Other Business

- Eyes on the Street program
Materials were distributed to local businesses. Response received was minimal but positive. Businesses have the information and have the option of participation.
- OBIAA Conference
Members were reminded of the upcoming April OBIAA conference. As a schedule becomes available, it will be passed to members.
- Tony & Gus Façade Improvement Loan appeal
Discussion regarding appeal. Direction given to draft response allowing business owner to submit a proper and complete application with invoices attached before next meeting. Appeal will be discussed at the next meeting.

10. Adjournment

Meeting adjourned at 8:55 PM.

NEXT MEETING – February 11, 2014