



## Ingersoll Business Improvement Area (BIA)

### Minutes

Monthly Board of Directors Meeting

Monday April 26, 2021

7:00 PM – Zoom Meeting

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Notice: This meeting was held virtually and was not recorded. Any member of the public wishing to view future virtual meetings may contact [business@ingersoll.ca](mailto:business@ingersoll.ca) for a link to the Zoom meeting.

Board Member	Attendance
Kathleen Young – Chair	Present
Mike Bowman	Regrets
Amanda Evely	Absent
Lisa Janssen	Present
Andrea Mulder	Present
Christopher Radford	Absent
Sue Reintjes	Present
Dom Riccuito	Regrets
Chelsea Stephens	Present
Steve Walker	Regrets
Gord Lesser - Councillor	Present
Curtis Tighe – Staff	Present

Guests: Kyle Stefanovic, Darryl Capern

**1. Call to Order: 7:05 pm**

**2. Disclosure of Pecuniary Interest:** Chelsea Stephens - Item 7 b)

**3. Approval of Agenda of April 26, 2021**

THAT the agenda for the April 26, 2021 meeting of the Ingersoll Downtown BIA board of directors be approved as presented.

Moved by: Chelsea Stephens                      Seconded by: Andrea Mulder      Carried

**4. Approval of BIA Minutes from March 22, 2021**

THAT the minutes of the March 22, 2021 meeting of the Ingersoll Downtown BIA board of directors be approved as presented.

Moved by: Andrea Mulder                      Seconded by: Gord Lesser      Carried

**5. Financial Statements and Report ending March 31, 2021**

Account #	Description	Current Month Actual	2020YTD Actual	2021YTD Actual	Annual Budget	Remaining Budget	% Expended
<b>INCOME &amp; EXPENSES - FULL</b>							
<b>REVENUES:</b>							
01498	MISCELLANEOUS RECOVERIES	\$0	(\$3,000)	\$0	\$0	\$0	0%
01950	TRSFS FRM OWN FUNDS-RESERVES	0	36,134	0	0	0	0%
	<b>TOTAL REVENUES</b>	<b>0</b>	<b>33,134</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>EXPENSES:</b>							
10010:10140 + 12995	SALARIES FULL TIME	0	3,026	0	0	0	0%
40280	INSURANCE	0	358	0	0	0	0%
40500	SPECIAL EVENTS	15,550	0	710	0	(710)	0%
40510	ENTERTAINMENT	0	894	0	0	0	0%
40600	MEMBERSHIP FEES	0	229	0	0	0	0%
40610	MEETINGS AND CONFERENCES	0	1,820	0	0	0	0%
40700	AUDIT FEES	0	(4,274)	(2,100)	0	2,100	0%
40760	TAX REFUNDS/ABATEMENTS	79	214	79	0	(79)	0%
40990	ADVERTISING - RADIO	229	366	229	0	(229)	0%
41000	ADVERTISING	0	3,020	0	0	0	0%
	<b>TOTAL EXPENSES</b>	<b>15,858</b>	<b>5,653</b>	<b>(1,082)</b>	<b>0</b>	<b>1,082</b>	<b>0%</b>
	<b>(SURPLUS)/DEFICIT</b>	<b>15,858</b>	<b>38,787</b>	<b>(1,082)</b>	<b>0</b>	<b>1,082</b>	<b>0%</b>

## 6. Correspondence

- OBIAA Newsletter: <https://mailchi.mp/9f1b51bddf98/5536q5ysfg-1191250?e=f3249018d6>  
\*Any board member can be signed up to receive the newsletters

## 7. Business Arising

- Downtown Beautification Report – Kyle Stefanovic, Director of Community Services, Darryl Capern, Parks Manager
  - Councillor Lesser, Darryl and Kyle prepared reports and items to discuss to beautify the Downtown and the board discussed the plans

THAT the BIA Board of Management recommends to Council that staff be directed to proceed with the beautification plan as presented with a budget of \$30,000 to be paid by the BIA.

AND FURTHER THAT the BIA Board of Management approves an annual transfer of up to \$12,000 to the Town for ongoing maintenance.

Moved by: Gord Lesser

Seconded by: Andrea Mulder

Carried

- BIA Coordinator Position
  - March 26<sup>th</sup> was the last meeting and the main discussion was how best to pay the person
  - A draft report has been circulated to Kathleen and Dom for further discussion
- BIA Bucks Update
  - The lockdown has slowed sales and redemptions
  - Stores can redeem on Tuesdays and Thursdays for the duration of the lockdown from 9am til 12 noon at Young's Pharmacy
- BIA Bucks Advertising

THAT the BIA Board spend \$300 for the digital ad proposal as well as \$700 for the lockdown special proposal with Heart FM to promote the BIA area as well as the BIA Bucks.

Moved by: Andrea Mulder

Seconded by: Sue Reintjes

Carried

- e) Bob Mott Tribute and Historical Plaques – To be discussed further at a future meeting
- f) Budget – Council approved the budget as presented
- g) Bike Friendly – The safe cycling committee will be lead on this project and work with the BIA as needed.

**8. Adjournment**

THAT the April 26, 2021 meeting of the Board of Directors of the Ingersoll Downtown BIA adjourns.

Moved by: Chelsea Stephens

**NEXT MEETING: Monday May 31<sup>st</sup> 7pm - Zoom**