



**Ingersoll Business Improvement Area (BIA)**

**Agenda**

Monthly Board of Directors Meeting

Monday November 29, 2021

7:00 PM – Zoom Meeting

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

Board Member	Attendance
Kathleen Young – Chair	
Mike Bowman	
Amanda Evely	
Lisa Janssen	
Andrea Mulder	Regrets
Christopher Radford	
Sue Reintjes	
Dom Riccuito	
Gord Lesser - Councillor	
Genevieve Jane – Staff	
Curtis Tighe – Staff	

**1. Call to Order**

**2. Disclosures of Pecuniary Interest**

**3. Approval of Agenda: November 29, 2021**

THAT the agenda for the November 29, 2021 meeting of the Ingersoll Downtown BIA board of directors be approved as presented.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

**4. Approval of BIA Minutes: October 25, 2021**

THAT the minutes of the October 25, 2021 meeting of the Ingersoll Downtown BIA board of directors be approved as presented.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

## 5. Financial Statements and Report Ending October 31, 2021

BIA Monthly Financial Report-2021

TOWN OF INGERSOLL  
Ingersoll:SUMMARY  
For the Ten Months Ending Sunday, October 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	(\$3,575)	\$0	(\$4,000)	(\$4,000)	0%
01501	TAX LEVY SUPPORT	0	0	0	(82,195)	(82,195)	0%
01541	INTEREST EARNED	0	(21)	(9)	(4,000)	(3,991)	0%
01950	TRFS FRM OWN FUNDS-RESERVES	0	0	0	(71,000)	(71,000)	0%
	<b>TOTAL REVENUES</b>	<b>0</b>	<b>(3,596)</b>	<b>(9)</b>	<b>(161,195)</b>	<b>(161,186)</b>	<b>0%</b>
<b>EXPENSES:</b>							
10010:10140 + 12995	SALARIES FULL TIME	576	8,498	1,167	29,890	28,723	4%
40200	OFFICE SUPPLIES	0	0	0	800	800	0%
40220	TELEPHONE	0	0	0	500	500	0%
40230	POSTAGE	0	0	0	1,600	1,600	0%
40250	PHOTOCOPIER/PRINTERS	0	0	0	800	800	0%
40270	NEW EQUIPMENT	0	0	0	200	200	0%
40280	INSURANCE	0	777	642	1,400	758	46%
40500	SPECIAL EVENTS	(19,600)	14,220	3,031	30,000	26,970	10%
40510	ENTERTAINMENT	0	894	0	3,000	3,000	0%
40570	MIDNIGHT MADNESS	0	0	0	9,000	9,000	0%
40580	AUGUST DT SIDEWALK DAYS	0	0	0	4,000	4,000	0%
40600	MEMBERSHIP FEES	0	229	0	500	500	0%
40610	MEETINGS AND CONFERENCES	0	1,820	(1,814)	5,000	6,814	(36%)
40700	AUDIT FEES	0	(2,137)	(2,100)	4,400	6,500	(48%)
40760	TAX REFUNDS/ABATEMENTS	81	215	451	4,000	3,549	11%
40990	ADVERTISING - RADIO	214	5,200	2,763	12,000	9,237	23%
41000	ADVERTISING	1,035	3,426	3,542	9,000	5,458	39%
41020	PROMOTION & MEALS	0	0	0	1,200	1,200	0%
41160	HONOURS & AWARDS	0	0	0	500	500	0%
41430	STREET DECORATIONS	0	28,278	2,430	90,000	87,570	3%
41530	EQUIP REPAIRS & MAINTENANCE	0	0	0	1,000	1,000	0%
42005	CHRISTMAS PARADE	0	0	0	6,000	6,000	0%
42590	FACADE FORGIVABLE LOAN	0	0	0	5,000	5,000	0%
42900	MISCELLANEOUS EXPENSE	0	0	0	1,200	1,200	0%
98900	TRSF TO OWN FUNDS - GEN FD	0	0	0	22,400	22,400	0%
	<b>TOTAL EXPENSES</b>	<b>(17,694)</b>	<b>61,420</b>	<b>10,111</b>	<b>243,390</b>	<b>233,279</b>	<b>4%</b>
	<b>(SURPLUS)/DEFICIT</b>	<b>(17,694)</b>	<b>57,824</b>	<b>10,102</b>	<b>82,195</b>	<b>72,093</b>	<b>12%</b>

## 6. Correspondence

- President Kathleen now to represent Patina's Gifts of Arts and Crafts.

## 7. Business Arising

- a) New BIA Coordinator
- b) BIA Bucks Sales Update - Gordon
- c) Recap: Lighting of the Lights (Thursday November 18, 5:30pm)
- d) Recap: Christmas Madness Week (November 22nd to 27th)

- o Recap: Bob Mott Tribute (Saturday November 27th, 11am)
  
- o Restaurant Vouchers
  
- o Recap: Holiday Hunt Thursday November 25th, 5pm - 9pm (Dwell Urban Boutique organized this)
  
- o Recap: Family Fun Day (Saturday November 27th 10am to 2pm)
  - Response to Facebook tagging
  
- o Facebook Posts
  
  
- e) Christmas Décor - Parking Meter Poles/Garland Update
  
  
- f) Rotary Christmas Parade (Saturday December 4th, 11am)
  
  
- g) Christmas Wreaths Update

**8. New Business**

- o Family Day Public Skate

**NEXT MEETING: January 24th, 2022 (Via Zoom)**

**9. Adjournment**

THAT the November 29, 2021 meeting of the Board of Directors of the Ingersoll Downtown BIA adjourns.

Moved by: \_\_\_\_\_ at \_\_\_\_\_