**Kerr Village BIA Board Meeting**

**Minutes**

**Thursday, May 25, 2017**

**Kerr Village BIA Office**

**B-363 Kerr Street**

**Present:**

**Doug Sams, Executive Director**

**Chris Stadnik**

**Allan Kowall**

**Terry Hutchison**

**Noel Lorenco**

**Dr. Theresa Bankey**

**Dr. Brett Warren, Vice Chair**

**Don Wilson**

**Robert Nashat**

**Meeting called to order by Dr. Brett Warren, Vice Chair** at 8:05am

**Regrets:**

**Minutes:** Doug Sams

**Proxy: Dean MacLean, Cathy Duddeck, Dave Walsh, Steve Clayton**

**Guests:**

**Motion** was made to adopt the Minutes from April 27, 2017. **Moved by Theresa**, **second by** **Terry**. **Motion passed**.

**COMMITTEE REPORTS:**

**Marketing/Communication**

Banners were discussed. Once graphics are finalized and forwarded to company for production it will take 3 weeks to produce. After that period installation can start at some point.

Brett- 150 has a lot of companies very busy.

Chris- Discussed final graphics, images and themes. Type of image areas have been presented to the board. There was difference of opinion on images that were previously presented and sent to board. Chris showed images that are being suggested to be used.

Discussion ensued about some areas and themes of the images. If the proposed images are approved we can also swap out a couple of images the following year.

The question was asked about to either do a generic banner or do specific banners of different food groups.

Chris- want to have some banners that will make an impact in the area.

It was pointed out that a couple of more people need to join Chris on the Committee.

Shopping images and background were discussed. Have to keep all images appropriate and correct.

**Motion made by Allan to approve the banners that were presented, second by Brett. All were in favour. Motion passes.**

During replacement of the banners it was noted that the lights will be worked on as well.

**Street Scaping:**

The flowers are expected to be out at the end of May or first of June. Making sure that there will be no frost.

**Special Events/Sponsorship:**

Allan gave report on Special Events.

Canada Day we will have access to Visit Oakville Ambassadors to hand out information. We will also have them for our events and they will be present in Kerr Village throughout the summer. They are being paid for by a grant that Visit Oakville has received.

Market is also taking place on June 10th at the parking lot on Kerr St & Westside Drive.

Kerrfest we have put down deposits for two headline acts that will be announced at a later date. One headliner will be announced in June and the other in July.

**Development:**

Terry- we have forwarded comment to the Town regarding the Growth Plan Review.

Public meeting is coming up and a reminder will be sent to all board members.

**Finance:**

Of note there were two years of tax appeals that have been won and have come through and will directly affect this years budget.

**Strategic Plan:**

Nothing to report

**Long Term Planning:**

Nothing to report

**Nomination:**

Nothing to report

**ED Report:**

Attended John St Public Parking

Picked Up Muskoka Chair-Burt will paint

Façade Signage-will be in place by end of next week they just received permit.

Market Update

Board Pictures Taken at Office

Meeting BIA Board Room-Merchants Lakeshore Rd, Director of Economic Development Dorothy St. George

Grand Opening Isha Décor on Lakeshore Rd

Various Merchant Visits

Patio site visit with BDh at Maro’s and Justio’s

Attended ASC meeting regarding Letter of Support from Town re: Holiday Exemption for Merchants (Sept. Public Meeting)

Façade Painted

Attended Town Council Meeting

Attended Livable Oakville Sub Committee Meeting

Public Growth Plan Meeting will take place Tuesday May 30th two sessions 1:30 & 6:30pm

Kerrfest meetings & calls regarding beverage, info re: ice, cool storage, LED, marketing

Contacted re: Canada Flag Day Challenge

Visit Oakville received a grant to fund Oakville Ambassadors so we will benefit from that

**Motion to receive reports made by Brett second by all. Motion passed.**

**New Business:**

­

We will notify board members of when committee meetings will be taking place. All are welcome to attend.

Remarks were made by Dr. Bankey and Allan regarding John St. Parking. Oct 16th the report will go forward to Administrative Services Committee at the Town.

**Motion** **to adjourn made by Brett , second by all** . **Meeting Adjourned**

**Next Board Meeting**

**Tuesday June 22, 2017**