**Kerr Village BIA Board Meeting**

**Minutes**

**Thursday November 23, 2017**

**Kerr Village BIA Office**

**B-363 Kerr Street**

**Present:**

**Doug Sams, Executive Director**

**Dr. Brett Warren, Vice Chair**

**Dr. Theresa Bankey**

**Noelle Lourenco**

**Chris Stadnik**

**Steve Clayton**

**Don Wilson**

**Robert Nashat**

**Proxy- Dean MacLean, Board Chair; Terry Hutchison, Cathy Duddeck,Dave Walsh**

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

**Regrets: Noted**

**Minutes:** Doug Sams

**Guests: None**

**Pecuniary Interests: None**

***Adoption of the Minutes:* Thursday, October 26, 2017 Motion by Dr. Bankey, second Noel, motion passed.**

**COMMITTEE REPORTS:**

**Long Term Planning:** Nothing to Report

**Nomination:** One position is open. Steve noted an interest from a merchant. Doug will let Cathy know of the interest and try to contact the person.

**Strategic Plan:** Past years events were discussed among the board: Kerrfest, Market, Xmas Tree Lighting, Street lighting & beautification.

Kerrfest:Talked about amount of budget spent on event and impact that it has.

Also Street Lighting was discussed for the BIA-Lakeshore, Speers, Kerr.

Strategic Planning session for full board was discussed. Briefly also discussed budget.

It was discussed and decided that a Strategic Planning session with the full board takes place Thursday, Jan 11th starting at 7:30am.

**Development:** Briefly discussed-railroad underpass on Kerr St. is on target for 2020.

Brief discussion on new business in area and John St. parking.

**Finance:** Briefly discussed budget for 2018.

**Special Events:** Xmas Tree Lighting event arrangements were discussed that will take place on Dec 1st.

Board discussed obtaining sponsorship for tree decorations along with other considerations.

Kerrfest band bookings were discussed.

**Communications:** Nothing to report.

**Street Scaping:** Previously discussed

**ED Report:**

Nov 1 Attended WRRA Pumpkin Parade 6:30-7:30pm Westwood Park

Rogers Hometown Hockey November 25-26th Downtown

Tree Lighting Dec 1st 5-8pm Heritage Square

Mon Nov 20th Town Council 7pm-Metrolink Report Kerr St underpass RR-2020

Thursday December 7 Kerr village BIA Holiday Social 5-7pm

Sat Nov 18th Oakville Santa Claus Parade-Lead Marshall

Nov 1 Judge Sage Realty Coloring Contest

Nov 1 Visit Oakville Board Meeting

Sat Nov 11th Loaded Truck with Wreaths & Lights

Sun Nov 12th Supervised Instal of Xmas Tree Lights and Wreaths

Visiting Merchants last two weeks and Handing Out Tree Lighting & Parade Posters

Submission of Celebrate Ontario Grant Application

Met with new Merchant OBTF Lakeshore Rd (new fitness, boxing & training center)

Set Meeting with Horticulture to make plan for planters & baskets (Lakeshore & Speers)

Set Meeting with Town re: lighting (Lakeshore & Speers)

Setting Up Meeting for Strategic Plan

Nov 6 attended Livable Oakville sub committee meeting

Ongoing Planning Christmas Tree Lighting

Met with Molson re: Kerrfest

Nov 17th Attended opening of Lakeshore Rd Bridge

Set Up meeting with Town Finance in Dec re: Budget

Nov 14th Office visit from Jim Oates CPA

Wrote letter to Banner Company

**Motion to receive reports made by Chris, second by Noel, motion passed.**

**New Business-** No new business.

**Motion** **to adjourn made by Chris , second by Noel ,motion passed.** **Meeting Adjourned**

**Next Board Meeting**

 **Thursday Dec 7, 2017 5-7pm Kerr Village BIA Social**

**No December Board Meeting**

**Board Meeting Strategic Planning-Jan 11th, 2018**

**Board Meeting Jan 25, 2018**