**Present:**

Doug Sams, Executive Director

Dean MacLean, Board Chair

Dr. Brett Warren, Vice Chair

Mike Marner, Treasurer

Councilor Cathy Duddeck

Councilor Pam Damoff

Terry Hutchison, Strategic Plan Chair

Allan Kowall, Sponsorship Chair

Dave Walsh, Special Events Chair

Janis Smith

Dr. Robert Nashat

Steve Clayton

**Minutes:** Kayley Marner

**Regrets:**

Chris Stadnik, Communications Chair

**Absent:**

Don Wilson

**Guests:** Craig Schiller, President, West River Residents Association

Craig Schiller presented several sponsorship opportunities for the West River Residents Association to the Kerr Village BIA board of directors.

**Dean MacLean calls the meeting to order at 8:16 AM**

**Pecuniary Interest:** None

Moved by Councilor Cathy Duddeck

That the minutes from February 5, 2014 board meeting be approved.

Seconded by Dr. Brett Warren

***All in Favor***

***Motion Carried***

**Subcommittee Reports**

**Communications- Chris Stadnik, Committee Chair**

Deferred until next meeting.

**Special Events- Dave Walsh, Special Events Chair**

Dave: Waiting for final contract from Jim Cuddy. I am looking at other headlining acts for the Friday night and possibly a co-headliner with Jim Cuddy on the Saturday night. I am also waiting for a definite budget on bands.

**Finance- Mike Marner, Treasurer**

Mike: We had an auditor from KPMG in on Monday and Tuesday. It was a clean audit, and we should have some audited statements to present soon. Hopefully in time for our AGM.

Mike presented the 2014 financial statements to the board of directors.

Mike: The amount taken from the reserve fund will be replaced tomorrow. Our three events put us slightly over budget for the year. We are working on acquiring more outside sponsorship this year to offset this.

Mike: We got our HST refund today and we will get our requisition from the Town of Oakville tomorrow and will be able to replenish our reserve and carry on from there. I am going through the 2015 budget and will present it at our next meeting. I would like board input on what we want to be allocating our money towards.

Moved by Mike Marner

To meet in camera to discuss an identifiable individual.

Seconded by Steve Clayton

***All in Favour***

***Motion Carried***

Having met in camera to discuss an identifiable individual direction has been given to the Chair in regards to this matter.

**Streetscaping- Dean MacLean, Board Chair**

Dean: The Christmas tree that was in Heritage Square has been taken down. We have ordered the flowers for the spring from the Town of Oakville. A couple of banners and flags have needed to be replaced due to the severe weather conditions that have inflicted this area lately, Artisan Streetscaping has done a good job of replacing them promptly.

Dean: We are looking at getting lights in the trees.

Allan: Suggests doing the lighting in sections.

Dean: If anybody comes across any streetlamps are burnt out just e-mail Doug, [doug@kerr-village.ca](mailto:doug@kerr-village.ca), with an address and the lights will be replaced.

**Nominations- Allan Kowall, Co-Chair**

Dean: We need to send out information to the public about our AGM. We are the only Oakville BIA to have a full board this year.

Allan: We have to have an election at our AGM. If nobody else is nominated we are acclaimed, but if there is a new nomination the membership will have to vote.

**Long Term Planning: Cathy Duddeck**

Deferred until next meeting.

**Development- Terry Hutchison, Co-Chair**

Terry: Nothing to report

**Strategic Plan: Terry Hutchison**

Terry: Still waiting on the J.C. Williams workshop. This section will be deferred until after the workshop.

**Sponsorship: Allan Kowall**

Allan: We are primarily working on sponsorship for Kerrfest. I am working with TD corporate office, we should also be approaching CIBC and Scotiabank local branches. Manulife has said it cannot assist for 2015, but is looking at 2016.

Allan: The sponsorship committee is continuing to send out sponsorship packages to corporate sponsors.

Dave: How much are we looking to acquire in terms of sponsorship?

Allan: $30,000

Doug: We will be applying for the Trillium grant in March.

**Merchant Engagement**

Doug: Cloud 9 Coffee Roastery, Olivo Fresco, IODE Opportunity Shop, Maison Delice Bakery

Doug: Kerr Village House had their grand opening last weekend.

Allan: There is a new business that opened up on Kerr Street, Lords of War.

Motioned by Janis Smith

To receive the sub-committee reports

Seconded by Steve Clayton

***All in Favor***

***Motion Carried***

Motioned by Allan Kowall

That this meeting be adjourned

Seconded by Mike Marner

***All in Favor***

***Motion Carried***

**This meeting was adjourned at 9:31 AM**

**Next Meeting/ March 12th , 2015/ To be confirmed**