



APPROVED MEETING MINUTES

REGULAR MEETING OF THE UXBRIDGE BIA BOARD OF MANAGEMENT

TUESDAY, November 13th, 2018 6:30pm

**LOCATION: Township of Uxbridge, 51 Toronto St. S, Uxbridge
Scribes Room**

**PRESENT: Alexa McCarthy, Christina Curry, Daryl Pike, Dorothy Jovkovic,
Gord Highet**

REGRETS: Janice Munroe, Fred Bryan, Jude Anthony, Joanne Richter,

CALL TO ORDER 6:40pm

APPROVAL OF DRAFT AGENDA as amended

- **Motioned: Alexa**
- **Seconded: Christina**
- **Carried**

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF - None

ADOPTION OF MINUTES for meeting, dated October 10th, 2018

- **Motioned: Alexa**
- **Seconded: Dorothy**
- **Carried**

WELCOME NEW FACILITATOR

- Dorothy welcome new Facilitator Amy Stevenson and introduced to Board

PORTFOLIO UPDATES

- **Beautification**
 - Holiday banners will be installed by Friday November 16th (before Santa Claus Parade)
 - Winter baskets are stored at Canadian Tire. Facilitator will contact Copper Ridge to arrange installation
 - Discussion of tree lights on Brock Street. Facilitator will look at issues and also search for maintenance contract
 - New Board to discuss summer baskets at December meeting to book with Otter Green Houses ASAP

- **Events**

- Halloween Trick or Treat (update)
 - Approximately 70 businesses participated this year
 - Noted that event was rushed due to timing and changes in Facilitator role
 - Map should be available the second week of October, which means getting business participation sooner (start in September)
 - Include a colouring contest?
- Christmas Shopping Event
 - Board discussed a two-weekend event to promote local shopping (Friday "Date Night" and Saturday "Family Day") in the lead up to the large 2019 Christmas Market
 - Photos with Santa outside Preston Gallery
 - Hot chocolate from local cafes
 - Noted that with the changes in Facilitator and limited timelines it may be a challenge to pull off a large-scale event this close to the proposed dates
 - Will need buy in from business owners to stay open late Friday
 - Instagram contest for Date Night > create hashtag and get people to tag the BIA. Winner will receive \$100 BIA Bucks

- **Budget updates**

- The 2019 budget is tentatively complete and will be used in the AGM presentation
- 2018 expenses to date reviewed

ADMINISTRATION

- **AGM**

- Board reviewed Power Point presentation for AGM and will be updated by Facilitator
- Facilitator will pick up coffee/tea, water and treats

NEW BUSINESS - None

QUESTION PERIOD - None

ADJOURNMENT: 8:30 pm

Next BIA Board Meeting: December 11th, 2018