



**DRAFT MINUTES - REGULAR MEETING OF THE
UXBRIDGE BIA BOARD OF MANAGEMENT**

**TUESDAY June 4th, 2019 7:00 p.m.
LOCATION: SCRIBES' ROOM (UXBRIDGE MUNICIPAL OFFICES)
UXBRIDGE, ONTARIO**

**Attendance: Christina Curry, Alexa McCarthy, Willie Popp, James Drake, Caitlin Christoff Taillon,
Hailey Weatherbee Regrets: Trish Bush, Todd Snooks, Daryl Pike**

BIA Business Member Guest: Sabrina Leeder (Preston Gallery)

- **CALL TO ORDER - 7:08pm**
- **APPROVAL OF DRAFT AGENDA**
Motion: Willie | Second: Alexa > Approved
- **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF - None**
- **ADOPTION OF MINUTES**
 - For regular meeting dated: May 2nd, 2019
 - Motion: Alexa | Second: Willie > Approved
- **DELEGATIONS**
 - Age Friendly Committee (David Richardson)
 - Committee of Council that is tasked with seeking ways to make Uxbridge more inclusive for an aging population
 - Would like to partner with BIA to bring initiatives to business owners
 - Collaborate on an information session
 - Ideas like co-branded folding chairs for stores to have available for customers needing assistance
 - Looking for a member of the BIA Board to join their quarterly meeting
- **CHRISTMAS EVENT**
 - Update from James
 - Booking a meeting with Sean Fitzgerald of CIBC and their Durham Community Manager
 - Met with Karey Ann from Whitby for more discovery on their event, shared list of suppliers used at their event
 - There isn't a "perfect" location in Uxbridge for our event but James will continue to scout locations and measure
 - Discussion around challenges with other events happening in December, is the market too saturated this year for our event?
 - Could take some of the ideas and move it to a mid-winter event (late Jan/early Feb)
 - James will do some additional planning over the coming month and Board will vote on event greenlight at August meeting

- **BEAUTIFICATION**
 - Pat Higgins is preparing a quote for the Winter baskets
 - Darryl is confirming quotes for the repairs/maintenance of the downtown trees
 - Group deferred vote on Banner contract until the August meeting (more information needed)

- **EVENTS**
 - Late & Local Quarterly – Alexa and Facilitator will meet to plan September and ideas for remainder of 2019 and 2020
 - Halloween – Hailey and Facilitator will meet to plan October event

- **FINANCE/BUDGET UPDATE**
 - June Financial update shared with Board
 - Form budget subcommittee in September to begin work on 2020 budget with Facilitator

- **OTHER BUSINESS**
 - **Website** > Facilitator will obtain three quotes for website redesign services and present at August meeting
 - **Culvert Construction** > Update to media coming on Monday July 8th
 - **Facilitator Computer** > Options for new computer presented to Board. Willie advised to confirm with Debbie/Township if BIA is covered with town IT support before purchasing. Town is not equipped to deal with Mac equipment.
 - **Mayors Golf Tournament** > BIA will not enter a foursome but James and Hailey are attending event. Opportunities to participate via attending lunch or on course options to be discussed

- **ADJOURNMENT** – 9:18pm

Next BIA Board Meeting: Tuesday August 6th, 2019