

Sept. Executive Meeting Minutes

Wednesday, September 18, 2019

Downtown Barrie Business Association (BIA) Office



In attendance:

Ms. Denise Tucker, Chair

Mr. Tom Ambeau Jr., Vice Chair

Ms. Michelle Huggins, Secretary Treasurer

Mr. Craig Stevens, Executive Director

Ms. Kristen Eatch (Recording minutes)

Called to order: 12:18pm

EXECUTIVE TEAM DISCUSSION

The Team acknowledged receipt and discussed Ms. Tracey Baker's resignation

- Ms. Denise Tucker noted that we wouldn't have anything downtown (Meridian Place, Collier Street Parkade, Security Cameras, etc.) were it not for the people who came before the current Board

The Team discussed the process for filling the two vacancies on the Board

The Team agreed that the Board needs to adopt a professional attitude, trust staff and take on leadership roles with the Brand Leadership Teams.

The Team acknowledged that that the new Board entered into a very situational circumstance where a lot of issues, which were inherited, have got in the way of the expected development.

BOARD MEETING AGENDA

The Team discussed the proposed agenda for the next Board meeting

- The Team agreed to include Mr. Wayne Hay's and Ms. Tracey Baker's resignations as an agenda item
- The Team agreed to invite Ms. Karen Dubeau to present on the City's events
- The Team decided to include Ms. Samantha Docherty's Connected Core update as a one-page written update

The Team agreed to reach out and invite Mr. Michael Prowse to provide an update on the City's Waste Management Program

The Team agreed to reach out and invite Sgt. Angie Butler or, at her discretion, a representative of Barrie Police to provide a five-minute update

The Team decided to send out a schedule to our partners so they know when they'd be expected to attend or present at a Board meeting: City of Barrie Creative Economy, Tourism Barrie, Chamber of Commerce, Barrie Police

ADDITIONAL ITEMS FOR DISCUSSION

The Team reviewed the Board document distribution process. Mr. Stevens updated saying that staff will aim to:

- distribute the Board meeting minutes the Friday after the monthly Tuesday Board meeting
- distribute the Board meeting package on the Thursday prior to the monthly Board meeting noting that the deadline for submitting items to be reviewed for the agenda is the Monday prior to the Executive Team meeting.

The Team discussed the strategic session and how the next steps and expected outcomes will be presented to Board.

The Team discussed the October 9th Town Hall schedule and that included will be a membership input opportunity as part of the strategic plan process.

The Team discussed the 37 Curb Appeal questions that are still to be addressed. Staff will provide the report to the Board to review and Chair Tucker will address it at the next Board meeting.

Team discussed the scheduling and timing of the second strategy session. The Team decided on Thursday, October 10th from 1pm to 5pm. To be confirmed.

Team discussed the timing of the 2020 budget and the processes for the Board on this subject.

The Team addressed the items Ms. Huggins asked for follow up on:

- The outdoor light standard speakers at Meridian Place: Mr. Stevens will bring this up at the next Meridian Place Working Group meeting.
- Snow fencing at Meridian Place & Memorial Square: Mr. Stevens will follow up with Ms. Mona Boyd (Head of Horticulture with the City) and provide an update in the Managing Director's Report
- Art projects/murals for boarded up windows/doors: Mr. Stevens will connect with Ms. Karen Dubeau and the Creative Economy department and will provide an update in the Managing Director's Report

Mr. Stevens advised the Team that \$5000.00 was anonymously donated to the Downtown Barrie Business Association (BIA) with the understanding that BIA staff will develop a campaign for the public to encourage shopping in Phase 1A.

The Team discussed the proposed motions that will be put forward at the next Board meeting with discussion to follow each:

1. **Motion** to accept Mr. Wayne Hay's resignation.
2. **Motion** to accept Ms. Tracey Baker's resignation.
3. **Motion** to revisit revisit the Board vacancies once the Strategic Plan has been finalized and the Brand Leadership Team (BLT)s have been established.
 - Chair Tucker asked Ms. Michelle Huggins to present this to the Board with mention of possibly having staff research and present best practices and processes on filling vacancies or not
4. **Motion** to approve the Solutions Ink Strategy Session #1 Report.

Adjournment: 2:50pm

Next regularly scheduled meeting: Tuesday, September 24th, 2019 @ 5pm
Sandbox Centre (24 Maple Avenue)