



Meeting #07-17

Thursday July 13, 2017

Thunder Bay Live – Victoria Ave

5:00pm – 7:00pm

Minutes

Attendance: Shelby Ch'ng, Mike Larizza, Larry Hebert, Aldo Ruberto, Craig Napper, Kathy Skirving, Robert Tindall

Regrets Sent: Ashley Sauer, Raechel Reed

Recording Minutes: Kristina Belanger

1. Meeting called to order at 5:10pm
2. Approval of Agenda – Moved: Larry Hebert, Second: Mike Larizza - passed
3. Approval of Minutes Thursday, June 8, 2017 – Moved: Aldo Ruberto, Second: Kathy Skirving, - passed
4. Approval of Finances – Moved: Kathy Skirving , Second: Mike Larizza, - passed
 - Discussion items to be resolved for next meeting:
 - Christmas promotion – 4 vendors from Victoriaville have not been reimbursed
 - Inquiries as to why our insurance is so high
5. Standing Items – Strategic Planning Updates:
 - Security & Safety (Mike & Robert):
 - Coordinator to call health inspector regarding violations in the area – Voted in favour
Action: Kristina to begin immediately
 - Approach Victoriaville board to see whether police could be stationed in the area of concern – Voted in favour
Action: Kristina to draft letter
 - Invite James Cody to next meeting to speak on loitering and smoking bylaws – Voted in favour
Action: Security & Safety Committee to invite to their next meeting
 - Live streaming Newfie's pub – Voted in favour
Action: Safety & Security Committee to research camera options
 - Branding (Shelby)

- Multi-Media was contacted for samples for rename, logo and tagline.
Action: Shelby will get quotes from Firedog and Shout Media
 - Advocacy (Larry)
 - No updates
 - Communication & Marketing (Raechel)
 - Board suggestion that newsletters be hardcopy
Action: Head absent, Kristina to bring to her attention
 - Engagement (Craig)
 - No updates
 - Beautification (Mike & Robert)
 - Silk flowers were purchased by Unveiled as a tester to see how they look and how long they last. If all goes well, the BIA can consider replacing our real hanging baskets
 - We need new tools – Get Jan to do an inventory of tools and decide what tools are needed, add to inventory
Action: Kristina to get Jan to create an inventory list
 - Truck would be more beneficial to the BIA than tractor – board decided that paying mileage would be a better option
Action: Kristina to update Jan and create mileage claim form
 - Fall clean-up – plan for the week before Open Streets
Action: To be planned with Kristina and committee
 - MD Lawncare to assist in areas that are falling behind
Action: Beautification committee to provide detailed list of what they would like to be addressed
 - Governance (Shelby/Executive)
 - Waterfront BIA is hosting a workshop about BIA governance – we have been invited, any board member is welcome
6. Seasonal, Part Time Maintenance Worker
 - Jan Wieckowski was hired on June 16, 2017. Review of guidelines for board knowledge.
 7. Sponsorships – determine budget for the year and review Application Form
 - Application form approved
Action: Kristina to post form on website
 8. Request for sponsorship – Lori re: A Tale of a Town. Expression of interest was submitted without our name but we can still choose to support should she be chosen as the host.
Deferred: Decision to be made once approval is granted
 9. Mural Project – update on findings from UofW Case Study and determine next steps
Deferred: Kristina to add to next agenda
 10. Urban Parks – August 15th in partnership with Crime Prevention Council, Drug Strategy, the HUB Bazaar and Victoriaville Mall.
Budget: Up to \$500, voted all in favour

11. The Chronicle Journal – Update on Community Club Memberships, determine whether we would like to go this route.
Voted against.
12. Poster Idea (Craig Napper)
 - Creating posters that advertise all the businesses in the area
Action: Kristina to bring to attention of Communications committee
13. City Hall Sounds – do we want to set up an information booth this year?
Action: Yes. Kristina to attend two or three
14. Façade Improvement Program – members have been notified (via cakemail, social media and drop ins) but no interest shown yet. Any ideas on how to get the program going?
 - Kristina to bring hard copies of application form to members and promote the idea of seasonal displays, paint etc.
15. Bike racks – buying 6 racks based on Adam Krupper’s suggestions
Voted in favour of purchasing two bike racks. Action: Kristina to contact Adam Krupper and advise
16. Garbage collection/mad vac – not being done
 - Members to call Coordinator and advise so that the City can be called
17. SOS letter of support
Voted in favour.
18. Next Meeting – August 10th at 8:00am, Thunder Bay Live
19. Adjournment at 6:56pm – Moved: Kathy Skirving, Second: Rob Tindall - passed