



**Minutes - BBIA Board Meeting**  
**September 3, 2015- 4:30 pm, Bancroft Municipal Office**

**Board Attendance:**

**Mary Kavanagh Jody Didier, Lynn Haines, Lynn Neuman, Josh Fulford,  
Dave Rattle, Kathy Tripp**

**Staff and Guests: Bernice Jenkins, Craig Davidson, Lianne Sauter, Deb  
Neuman**

**1. Call to Order**

The Chair called the meeting to order.

**2. Approval of Agenda**

Motion

To approve of the agenda.

MB: M Kavanagh

SB: L Haines

Carried

**3. Disclosure of Pecuniary Interest**

None declared.

**4. Adoption of Previous Minutes**

Motion

To adopt the minutes of the previous session.

MB: L Haines

SB: M Kavanagh

Carried.

**5. Temporary Staffing**

Committee discussed need for a part time student labourer during the fall months.

Motion

To change name in previous resolution from Ron Harris to Andy Shannick.

MB: M Kavanagh

SB: Kathy Tripp

Carried.

## **6. Committee Reports**

### **a) Spring Summer**

#### Motion

To request permission from the Town of Bancroft for tulips to be planted in Cenotaph Park if application for tulip donation is approved.

MB: K Tripp

SB: L Haines

Carried.

### **b) Programs & Finance**

C Davidson gave an overview of the financial report.

### **d) Fall Winter**

- Second work bee is scheduled for September 15<sup>th</sup> at 6pm;

D Rattle and J Fulford arrived.

K Tripp left the meeting.

### **e) WWW**

Committee discussed the need for a contract position/

J Didier declared a potential pecuniary interest and left the room.

M Kavanagh assumed the Chair.

#### Motion

That BBIA will continue WWW and BBIA business with a contract position.

MB: J Fulford

SB: L Neuman

Carried.

J Didier returned to the room.

D Rattle assumed the Chair.

The Board received Jody Didier's resignation.

#### Motion

That BBIA hire Jody Didier to the contract position to carry out WWW and BBIA business for 3000\$ for a period from September 3<sup>rd</sup> to October 1<sup>st</sup>, 2015, with the position to be reviewed at the next board meeting.

MB: L Haines

SB: L Neuman

Carried.

**f) Summer**

Committee discussed adequacy of garbage containers and need for a BBIA summer student.

**g) Administration**

**h) Design Project (M Kavanagh)**

L. Neuman and M. Kavanagh will speak to the art community about where the street mosaics should be.

Dianne Eastman is finished September 27<sup>th</sup> and will transfer all drawings, etc. to the BBIA.

**i) Historical Walk/Banners**

Requests made to purchase posters of the banners. Committee exploring how this will happen.

**j) Communications**

Motion

To have social media and website managed under the contract position.

MB: M Kavanagh

SB: L Haines

Carried.

Motion

To create a monthly newspaper and approach community integration about its distribution.

MB: L Neuman

SB: J Fulford

The Board is working with Town staff to put together a complete list of BBIA members.

**7. Other Business**

None.

**8. Correspondence**

Celebrate Ontario application will be part of contract position.

Will be approaching possible sponsors for WWW.

J Didier attended the Tourism Partner's meeting in Madoc, WWW event well celebrated and clear that motorcycle traffic has increased.

Producer's meeting for local foods, etc taking place in the fall.

Office computer – three quotes received and purchase has been made.

## **9. Strategic Plan**

### Motion

That the Committee adopt a strategic plan as follows:

- 1/ Sort out who are members are and create a contract list.
- 2/ Sort out regular communications (newsletters etc.) for members
- 3/ Organize inventory and develop maintenance strategy
- 4/ Improve signage

MB: M Kavanagh

SB: J Fulford

Carried.

## **10. New Business**

None.

## **11. Next Meeting Date : October 1, 2015**

## **12. Adjournment**

### Motion

To Adjourn.

MB: L Haines

SB: L Neuman

Carried.