



**Minutes - BBIA Board Meeting
May 11, 2017, 7pm, Bancroft BIA Office**

Attendance

Mary Kavanagh, Dave Rattle, Fabian Yantha, Shannon O'Keefe Lynn Haines
Jody Didier

1. Call To Order

The chair called the meeting to order at 7:09 pm

2. Additions to the Agenda- none

3. Approval of Agenda

Motion

To approve of the agenda.

MB: MK SB: FY

Carried.

4. Disclosure of Pecuniary Interest

None disclosed.

5. Adoption of Previous Minutes

Motion

To adopt the minutes of the meetings of April 6, 2017 meeting, as presented.

MB: SO SB: FY carried

Carried.

6. EO Report & Communications

- The board reviewed recent communications from Chamber of Commerce
Jody to explain that the Chamber is located in privately own plaza & that we will try to place 2 barrells of plants on the boulevard
- EO provided information with regard to WWW bookings and fundraising, Town hasn't approved their budget yet, we are waiting for their update
- JD to ask Town Clerk to obtain permission from Bill Hawley to use his lot
- NHEDC is starting up a "Barn Quilts" initiative, waiting for more information
- A review of By-laws and governance process will be incorporated into meetings
- OHTO meeting: visitors seek experiences built around themes and shopping becomes more socially acceptable when it is framed within the context of activities such as: Opportunities for self-development; learning (especially about heritage or environments; building social connections to others; being creative; or experiencing culture.
- With regard to upcoming community safety and well-being meeting, BBIA has no budget for signage but would support discreet signage in parking lots only "lock or lose it" and "poop & scoop" signs should be discreetly posted in parks only.

Features Tourists Seek and Enjoy in Shopping:

- Variety of stores & products
- Novel, unique authentic & distinctive products (especially those not available at home)
- Attractive prices/value for money
- Clean, well-lit, attractive stores with interesting window & product displays
- Easily accessible shopping having a pedestrian focus and open extended hours
- Safe & secure environments & transactions
- Opportunities to experience local culture
- Shops combined with leisure & entertainment activities
- Cheerful, colourful and lively settings
- Streetscapes with a variety of facades

7. Treasurer's Report

Still waiting for carried forward balances from new Town Treasurer. Board reviewed expenses to date for this year.

Motion: Be it resolved that the BBIA hereby rescinds all previous motions with regard to signing officers and arrange to have the BBIA bank account(s) set up with any two of the following three persons: Dave Rattle, Lynn Haines & Fabian Yantha at the earliest possibility.

MB: SO SB: MK

Carried.

8. Committee Reports

Banners/Signage:

MK has requested that Mark Sills of Town works look at fixing the sign at the Chinese Restaurant so that it can carry a sign blade for direction to the Library. The "Think Snow" blade is to be removed from in front of West Wind. MK is seeing Emagine about adding the Library blades as requested, the Library is to be billed for these changes. Mark Sills had buffed one gateway sign and MK will speak to him about others. He is also working on creating frame around large sign toppers. We are still awaiting approval from Hydro for the installation of Canadian Flag Banners, requested originally April 14, 2016. There is still an opportunity to have them up for the sesquicentennial.

Landscaping/Gateway Gardens/Flowers:

Mark Sills to have the barrels and blue flower stands painted flat black for us. Flowers will be delivered when warm enough. Ed Sturgeon said he will bring soil and then take away what we don't use. He said he was at the growers and was disappointed that they had cut back the plants but it has been a hard growing season. Linda Verrault is going to work on the gateway garden clean up. Community Integration is applying to the McDougall Family Foundation and would like to take on the Bridge Street end of the walkway as far as art installations etc. BBIA to arrange for black metal fencing for safety of that area.

Motion: Be it resolved that the BBIA accept and approve payment to Linda Verrault (Rocky Ledge) for \$802.

MB: FY SB: MK

Carried.

9. Other Business

- Seasonal Shopping Bags to be priced with bio degradable and fabric with the Bancroft logo same as the gateway garden.
- 2016 Strategic plan was reviewed and new Strategic plans were discussed
- Fairy Door challenge is to be launched next week

10. Next Meeting & Adjournment

Next meeting to be held June 1, 2017 at 7 pm at the BBIA board office.

Motion to adjourn

MB: LH SB: FY

Carried.

Strategic Plans 2017 BBIA

Carried Forward:

- ongoing maintenance of gardens
- buff metal on gateway garden signs
- investigate spotlights on gateway gardens
- Continue binder for Town Works and regular dialogue with them
- Continue to coordinate Wheels, Water & Wings
- Get Giant Frame to be removed to top of Eagle's Nest
- If satisfied with this year's flowers, repeat order with new colour annually
- Present to Council for Banners across Hastings Street
- Pursue Walkways projects

Signage:

Have a "Shop Downtown" blade added to Billa Street way finding signage

Investigate grants for boxes to anchor way finding signs with community gardens

Office:

Obtain shelving to tidy up supplies

MEMBER'S:

Create new business welcome package