

**MOUNT FOREST BUSINESS IMPROVEMENT
ASSOCIATION MEETING MINUTES
FEBRUARY 25, 2020 @ 8:00 AM MEETING ROOM,
MOUNT FOREST SPORTS COMPLEX 850 PRINCESS STREET**

ATTENDEES: Andrew Coburn, Kayla Morton, Bill Nelson, Dwight Benson,
Callee Rice, Murray Townsend

ABSENT: Peter Mohr, Jeanean Mousseau, Councillor Burke

CALLING TO ORDER – Andrew Coburn; Chair Mount Forest BIA

ADOPTION OF THE AGENDA

Moved: Bill Nelson

Seconded: Dwight Benson

DISCLOSURE OF PECUNIARY INTEREST

None

ADOPTION OF MINUTES

Minutes of Jan.28th BIA Directors Meeting received by W.N. council on Jan 31st, 2020

ITEMS FOR CONSIDERATION

1. Appointment of Duties for Completion of Budget

Flowers/Planters- Containers orders by Bill Nelson. Dwight Benson will be considering placement of the newly purchased planters, as well as communicating with Richard regarding the increase in flowers needed.

Storage- More research being done on possible location.

Main St Beautification- Kayla Morton will be researching placement for bike racks, keeping in mind snow removal. Keep communication open between business owners regarding bike racks, benches, and possible bistro sets.

Christmas Decorations- Andrew Coburn is sending in broken lights to be fixed as well as purchasing new lights for new.

OBIAA- Membership will be reinstated by Andrew Coburn

Administrative Support- Via Murray Townsend

Signage- Callee Rice will be spearheading this. Wifi, Parking Etc

2. Revised Budget 2020 Mount Forest BIA

Flowers (additional needed for upcoming season)	\$10,000
Planters (additional purchased)	\$6,000
Storage (purchase storage container, and store)	\$6,000
Main St Beautification (bike racks, bistro tables, etc)	\$7,000
Event Marketing, Promotion (Fireworks, Retail ,etc)	\$5,000
Wifi Downtown (Partnership WN, Chamber)	\$3,500
Christmas Decorations (Replacement, purchase)	\$15,000
Main St Maintenance	\$3,000
Street Cleaning	\$2,400
OBIAA Memebership	\$500
BIA Admin Support	\$5,000
Signage (Wifi, parking)	\$1,000
Advertising, office, misc	\$2,000
Bank Charges	\$100

\$66,500

*Approved by chair and to be forwarded to council for approval.

NEXT MEETING

To be scheduled by Chair

ADJOURNMENT

Moved: Bill Nelson

Seconded: Dwight Benson