

**MOUNT FOREST BUSINESS IMPROVEMENT
ASSOCIATION MEETING MINUTES^[SEP] OCTOBER 20, 2020 @ 8:00 AM^[SEP]
ARENA COMMUNITY HALL**

CALLING TO ORDER – Andrew Coburn; Chair Mount Forest BIA

PRESENT ATTENDEES

Members: Andrew Coburn, Peter Mohr, Murray Townsend, Kayla Morton, Dwight Benson, Bill Nelson, Councilor Burke

Staff: Dale Small,

ABSENT ATTENDEES

Callee Rice (resigned)

ADOPTION OF MINUTES

Minutes of May 5th BIA Directors Meeting

ITEMS FOR CONSIDERATION

1. Review of 2020 Budget

- a. Storage trailer #66 located at WPP. Currently in storage is gold bikes, summer banners, metal flower planters. Winter lighting is at the moment being held in the plant on site.
- b. Dwight will be counting working/damaged before installation. Contact Classic Display after winter season in order to get broken lights repaired.
- c. WIFI and parking signage will be moved to 2021.
- d. Continue to donate funds to Chamber for Chamber Bucks.
- e. BIA bank cards issued, Murray and Kayla are in possession of. No access to online banking as of yet.
- f. Continue with administrative support.
- g. Obtain mail key from Bill. PO BOX 1071. If cannot be located Andrew will contact post office to replace.

2. **Encourage Chamber relationship by inviting a member to join our meetings as a permanent member or “open door” policy.**
3. **Suggested Budget 2021 Mount Forest BIA.** Ideas for increased spending include more bike racks, benches, large mural possibly including old slogan High, Healthy, Happy.

Flowers	\$8,000
Storage (Donation of gift cards to WPP)	\$500
Main St Beautification (bike racks, bistro tables, mural, etc.)	\$40,000
Event Marketing, Promotion (Fireworks, Retail ,etc.)	\$7,500
Wi-Fi Downtown (Partnership WN, Chamber)	\$5,000
Christmas Decorations (Repair)	\$4,000
Main St Maintenance	\$3,000
Street Cleaning	\$3,000
OBIAA Membership	\$500
BIA Admin Support	\$1,000
Signage (Wi-Fi, parking)	\$1,000
Advertising, office, misc.	\$2,000
Bank Charges	\$100

4. **AGM on November 17th, 2020 will be at Community Hall as well as via Zoom.**

MOTIONS

Motion carried to donate \$500 of gift cards (local businesses) to Wellington Produce Packagers for use of their facilities for storage. 1st Dwight Benson, 2nd Andrew Coburn

Motion carried to invite Jess MacFarlane to join BIA Board. 1st Bill Nelson, 2nd Peter Mohr

NEXT MEETING Annual General Meeting on November 17th

ADJOURNMENT Moved: Andrew Coburn Seconded: Murray Townsend