

MOUNT FOREST BUSINESS IMPROVEMENT ASSOCIATION

ANNUAL GENERAL MEETING MINUTES NOVEMBER 17, 2020 @ 8:00 AM

MOUNT FOREST SPORTS COMPLEX & VIA ZOOM LINK

CALLING TO ORDER – Andrew Coburn; Chair Mount Forest BIA

PRESENT ATTENDEES

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

Staff: Dale Small,

Guests: Jessica MacFarlane, Linda Dewar, Stacey Stevenson

ABSENT ATTENDEES

None

ADOPTION OF MINUTES

Minutes of Oct 19 BIA Directors Meeting

ITEMS FOR CONSIDERATION

1. Opening introduction
2. Review of 2020 Budget including breakdown for benefit of guests
3. See attachment of 2020 Financial Statement provided by treasurer

MOTIONS

Motion carried to approve agenda

1st Dwight Benson

2nd Kayla Morton

Motion carried to accept treasurer report (Attached)

1st Andrew Coburn

2nd Dwight Benson

Motion to accept breakdown/changes to 2021 budget (Attached)

1st Bill Nelson

2nd Murray Townsend

Motion to accept 2021 BIA tax levy at current amount

1st Murray Townsend

2nd Dwight Benson

Motion to recommend Jessica MacFarlane to BIA Board of Directors

1st Bill Nelson

2nd Murray Townsend

NEXT MEETING

To Be Determined

Proposed date of next AGM Nov 16 2021

ADJOURNMENT

Moved: Andrew Coburn

Seconded: Dwight Benson



As of November 1, 2020

Opening Balance (01 Jan 2020)..... \$69,315.61

INCOME

Property Owners Contributions \$22,500.00
 Accounts Receivable ^ \$7,500.00
 HST Refund – 2019 A/R..... \$1,234.34
 Street Cleaning Reimbursement – 2019 A/R..... \$2,080.00
 Street Cleaning Reimbursement – 2020..... \$2,100.00

Total \$35,414.34

^ \$7,500.00 from remaining property owner contributions for 2020

EXPENSES

Flowers (MF Greenhouses) \$5,904.25
 Planters (Vandepas Welding)..... \$5,424.00
 Storage (Well Prod Packaging)..... \$500.00
 Main St Beautification (bike racks, banners) \$2,683.75
 Event Marketing, Promotion (Chamber) \$2,000.00
 WIFI Downtown 0
 Christmas Decorations (Classic Displays)..... \$11,084.36
 Main Street Maintenance (trees)..... \$502.85
 Street Cleaning..... \$2,100.00
 OBIAA Membership *..... \$500.00
 BIA Admin Support..... \$410.00
 Signage (WIFI, Parking) 0
 Advertising ** \$45.20
 Bank Charges ** \$41.00

Total \$31,195.41

* Approximate amount- A/Payable for OBIAA Membership
 ** Incomplete totals- small amounts owing for December 2020

Surplus..... \$4,218.93

Workplan/Budget 2021 Mount Forest BIA estimated at \$75,600

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