



**AGENDA: Mount Forest BIA Annual General Meeting
November 13th, 2024 8:00 AM @ M.F. Sports Complex Community Hall**

BOARD OF DIRECTORS:

Andrew Coburn; Chair
Dwight Benson
Bill Nelson
Jessica
McFarlane
Councillor Sherry Burke
Maggie Schram
Rachel Whetham
Erin Kiers
Kyle Dallaire
Allison Litt
Amanda Boylan

OTHERS:

Jaime Parker (Treasurer)
Kailyn Cudney
Robyn Mulder

WELCOME AND INTRODUCTIONS

Andrew

REVIEW AND ADOPTION OF THE AGENDA

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ADOPTION OF MINUTES FROM NOV 2023 AGM

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ITEMS FOR DISCUSSION

1. COMMENTS FROM CHAIR

Andrew

2. UPDATE FROM TREASURER

Jamie

- 2024 Financial Update

3. BIA 2025 WORK PLAN & BUDGET PRESENTATION

Andrew

INCOME

Projected Opening Balance	\$48,927
Property Owners Contributions (82 @ 361.45)	\$29,639
Street Cleaning	\$2,990
HST Rebate	\$3,655
Total Forecast Revenue	\$85,211

EXPENSES

Flowers (additional needed for upcoming season)	\$10,000
Storage (Donation of gift cards to WPP)	\$500
Hardscapes (Reimagined Laneway, Outdoor Gallery etc.)	\$50,000
Event Marketing, Promotion (Winter Fun Fest, Kick off to Summer, Halloween, Christmas Event, etc)	\$7,500
Fireworks Festival Donation	\$2,000
Christmas Decorations	\$4,000
Main St Maintenance (garbage)	\$16,000
Pole Wiring Expenses	\$5,000
Street Cleaning (first week of May for 26 weeks)	\$3,500
Landscaping Maintenance	\$1,500
OBIAA Membership	\$500
BIA Admin Support	\$3,000
Accounting	\$1,000
Advertising	\$1,000
Office, misc	\$1,000
Bank Charges	\$100
WiFi	\$2,000
Total Forecast Expenses	\$108,600
Net Loss	-\$23,389

OVERVIEW OF 2025 & BEYOND WORKPLANS:

- Hardscapes: Reimagined Laneway/Outdoor Gallery
- Garbage Can Replacement
- Events

4. MOTIONS TO APPROVE:

- 2025 Workplan as presented
- 2025 BIA Tax Levy to increase to \$365.85/per property.

5. MOTION TO RECOMMEND AND APPROVE BIA DIRECTORS

Andrew Coburn; Chair
Dwight Benson
Bill Nelson
Jessica McFarlane
Councillor Sherry Burke
Maggie Schram
Rachel Whetham
Erin Kiers
Kyle Dallaire
Allison Litt
Amanda Boylan

6. ESTABLISH DATE FOR NEXT AGM

Wednesday November 12, 2025

7. ADJOURNMENT