



**Downtown Port Colborne BIA- Board Meeting
Tuesday, October 4th 2022- 6:30 pm
BIA Office- Main Training Room- Port Cares Admin Building
92 Charlotte St, Port Colborne**

MINUTES

In attendance: Jesse Boles, Taylor Mynlieff, Rosemari Poisson, Morgan MacLean, Larry Beverly, and Councillor Mark Bagu.

Staff: Mary-Lou Ambrose-Little & Sarah English

Regrets: Ed Cleveland, Norbert Gieger, Councillor Donna Kalailieff

Absent: Anna Maria Fazzari

Welcome

Jesse Boles, Chair welcomed everyone to the meeting.

Call to order

The meeting was called to order at 6:36 pm

Land Recognition Acknowledgement

Declaration of pecuniary interest- none

Approval of Agenda

Motion: "To approve the agenda"

Motioned by Rosemari & Morgan. Motion Carried.

Approval of Minutes: September 6, 2022, Meeting

Motion: "To approve minutes of September 6th meeting"

Motioned by Rosemari & Mark. Motion carried.

Business Arriving from the minutes.

Motion: "To move from open to the closed session"

Motioned by Rosemari & Morgan. Motion carried.

Board Meeting moved into a closed session.

Motion: "To return to the open session"

Motioned by Rosemari & Larry. Motion carried.

The Board Meeting moved back to an open session at

7:28 PM

Reports

- **Chair's Report** No Report
- **Councillor's Report**- No Report
- **Events**- Upcoming events include Tugboat Santa, Tree lighting, FaLaLa Ladies Night & Open House. One Christmas in Port Colborne package for marketing. Discussion and update from Morgan around GooseChase App. Free for us to use until March 2023. The challenge to be created involves all events happening to cross-promote. Need to speak to businesses for prize donations towards the GooseChase effort.
Jesse provided an update on Christmas Décor and moving into 2023 some additional more feasible options for adding to the décor collection for future use. This year looking at Snowflakes & Wreaths but adding to them to enhance them. Additionally, a large tree on West St on the compass will be there and decorated and will later be planted to grow. Jesse is sourcing trees through City Contact.
- **Governance** No Report
- **Marketing** See Attached
- **Staff Reports** Sarah provided feedback that Harvest Fest was a success and the feedback so far has been great. Sarah also shared that she has plans in place for improvements to the marketing campaign for future events. Sarah also shared with us the design options for our Falala event. Mary Lou shared updates on Grants including the Healthy Communities Grant & Winter Wonderland as well as some Grants in her sights including Niagara Mini-Grant, NR Realm Investment, New Horizons, Business Retention Grants & Accessibility.
- **Treasurer's Report** See Attached

Motion: "to consolidate the 2 existing BIA bank accounts into 1 in January 2023"

Motioned by Taylor & Jesse. Motion carried.

Correspondence

"Invoice Magnet Signs" was added to the agenda in error.

New Business

Marketing Meeting to be booked to approve all graphics for upcoming holiday events.

Adjournment

Meeting adjourned at 8:32 pm