



**Downtown Oakville BIA
Minutes - Board of Management Meeting Wednesday, Feb 21, 2018 @ 6:30 pm BIA Office**

Board Members: Anna Cammarata, Julia Hanna, Kevin Yates, May Natour, Nick Bourikas, Mayor Burton, Gord Petch

Guests: Mary Vallee, Dorothy St. George, Jasper Van Dutch

Regrets: Kevin Graff

BIA Staff/Minutes by: Sharlene Plewman

Item #	Item Description	Presenting
1. 2. 3. 4. 5.	<p>Chair's Welcome</p> <p>Meeting was called to order at 6:30 pm.</p> <p>Declaration of Quorum: Yes</p> <p>Declared Conflicts of Interest: None</p> <p>Approval of Agenda for Feb 21, 2018.</p> <p>MOTION: To approve meeting agenda Moved by: Mayor Rob Burton Seconded by: Anna Cammarata CARRIED</p>	Nick B
6.	<p>Acceptance of Past Board of Management Minutes for January 17, 2018.</p> <p>MOTION: To approve meeting minutes Moved by: May Natour Seconded by: Anna Cammarata CARRIED</p>	
7.	<p>Chair's Report</p> <p>2019-2022 Elections discussion moved to future meeting</p> <p>MOTION: Moved by: Seconded by:</p>	Nick B
8.	<p>ED Update</p> <p>ED Update Pre-read comments/questions: How to build on successes we're seeing on digital platforms? -See what DMX can offer to us if we give them more of a mandate -Branded content- what will it be and how do we create more content -Kevin agreed to meet with Sharlene and Brittany to provide guidance on digital and overall approach</p> <p><u>AGM Agenda</u></p> <p>MOTION: To approve the agenda as is for the AGM. Moved by: Mayor Burton Seconded by: Anna Cammarata CARRIED</p>	Sharlene
9.	<p>Town Council Update</p> <p>-Mitigation strategy to EMT on Feb 22 -To council on April 10 (no longer in March) -Still looking at costing for each options -BIA board will see it at same time as council -P&D council – agenda published ahead with report for us to view and can come to speak to it at the meeting -Post office – project office for streetscape underway -Marketing and communications plan for streetscape coming together</p>	Dorothy
10.	<p>New Business/Other</p> <p>- General discussion regarding what avenues we have to best support the downtown</p>	Sharlene



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	- Gord to prepare a memo for board to review	
11.	Date and Time of Next Meeting <u>Board Meeting</u> Wednesday March 21, 2018, 6:30 p.m. – 9:00 p.m.	Sharlene
12.	Adjournment MOTION: To adjourn 7:26 pm Moved by: May Natour Seconded by: Julia Hanna CARRIED	Nick B