



**Downtown Simcoe Business Improvement Area (BIA)
Board of Management Meeting**

DATE: Wed. July 10, 2024 **TIME:** 12:00 PM

LOCATION: JK's Restaurant, 9 Norfolk Street South, Simcoe

AGENDA

1. **12:00 PM** Welcome and Meeting Called To Order
2. **12:00 PM** Approval of the Agenda
3. **12:05 PM** Pecuniary / Conflict of Interest Declarations
4. **12:10 PM** OPP Report – Monthly Reports No Longer Available (see attached email) (5 min)
5. **12:15 PM** Acceptance of Board Meeting Minutes – June 12, 2024 (5 min)
6. **12:20 PM** Business Arising From The Minutes (5 min)
7. **12:25 PM** Correspondence (10 min)
 - a) Resignations From The Board - Brian Jones and Lyndsey Ross
 - b) Letter From Kay Matthews, OBIAA, Regarding Canada Summer Jobs Program
8. **12:35 PM** Committee Reports for Board Discussion (15 min)
 - a) Executive Committee – Did not meet
 - b) Communications / Special Events – Did not meet
 - c) Beautification Committee – Meeting held on July 2
9. **12:50 PM** Financial Report (10 min)
 - Cheque Report and Payroll Report for the Month of June (attached)
 - 2024 Budget and Projections to Year End June 30, 2024 (attached)
10. **1:00 PM** Other Business / Round Table (30 min)
 - a) Board Vacancies – 4 vacant positions including the Chair and Treasurer positions
 - b) Vacant Position of Chair and Treasurer
 - c) Vacant Position of Chair of the Communications/Events Committee
 - d) Financial Procedures Update – accounting, writing cheques, signing authority
 - e) Update on the Canada Summer Jobs Program for the Summer Student
 - f) Update on the My Main Street Community Activator Grant Application (attached)
 - g)
11. Next Meeting Dates
 - Board of Management Meeting – Wednesday August 14, 2024 – 12:00 PM
 - Beautification Committee Meeting – Tuesday August 6, 2024 – 1:30 PM
 - Communications/Events Committee Meeting – Monday August 12, 2024-9:00 AM
 - Executive Committee Meeting – At the Call of the Chair
12. **1:30 PM** Adjournment

NEXT MEETING: Wednesday August 14, 2024, at 12:00 pm LOCATION: JK's Restaurant

