



**Downtown Simcoe Business Improvement Area
Board of Management Meeting**

DATE: Wed. December 11, 2024 **TIME:** 12:00 PM
LOCATION: Simcoe BIA Office, 26 Peel St., 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** Acceptance of Board Meeting Minutes of October 9, 2024, and the Board Meeting Minutes of November 13, 2024 (5 min)
5. **12:15 PM** Business Arising From The Minutes (5 min)
6. **12:20 PM** Correspondence (10 min)
7. **12:30 PM** Election of Officers for the Simcoe BIA Board of Management
 - a) Chair
 - b) Vice Chair
 - c) Treasurer
8. **1:00 PM** Committee Reports for Board Discussion (15 min)
 - a) Executive Committee – Did not meet
 - b) Beautification Committee – Meeting held on December 3, 2024
 - c) Communications/Events Committee – Meeting held on December 11, 2024
9. **1:00 PM** Financial Report (10 min)
 - Cheque Report for the Month of November (see attached)
 - 2024 Budget and Projections to Year End November 30, 2024 (see attached)
10. **1:10 PM** Other Business / Round Table (30 min)
 - a) Location For The Board of Management Meetings
 - b) Strategic Planning Meeting For The Board In January 2025
 - c) DRAFT Policy For Diversity, Equity and Inclusion – For Approval (see attached)
 - d) Update on the Canada Summer Jobs Program – “Street Ambassador”
 - e) Update on the 2023 Audit and the Annual General Meeting
 - f) Donation to Simcoe Panorama
 - g) Festivals and Events Ontario (Experience Ontario” Grants – Deadline Dec. 19, 2024
 - h) 2025 Schedule For Board of Management Meetings
11. **1:25 PM** Next Meeting Dates (5 min)
 - Board of Management Meeting – Wednesday January 8, 2025 – 12:00 PM
 - Beautification Committee Meeting – Tuesday January 7, 2025 – 1:30 PM
 - Communications/Events Committee Meeting – Wed. January 8, 2025 – 11:15 AM
 - Executive Committee Meeting – At the Call of the Chair
12. **1:30 PM** Adjournment

