



**Downtown Simcoe Business Improvement Area  
Board of Management Meeting**  
**DATE:** Wed. October 9, 2024    **TIME:** 12:00 PM  
**LOCATION:** JK's Restaurant, 9 Norfolk St. S., 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 – September 11, 2024 (5 min)
5. **12:15 PM** Business Arising From The Minutes (5 min)
6. **12:20 PM** Correspondence (10 min)
  - a)
7. **12:30 PM** Committee Reports for Board Discussion (15 min)
  - a) Executive Committee – Did not meet
  - b) Beautification Committee – Meeting held on October 1
  - c) Communications / Events Committee – Meeting to be rescheduled
8. **12:45 PM** Financial Report (10 min)
  - Cheque Report for the Month of September (see attached)
  - 2024 Budget and Projections to Year End September 30, 2024 (see attached)
9. **12:55 PM** Other Business / Round Table (30 min)
  - a) Update on Board Vacancies (4) – see attached notes
  - b) Update on Part Time Position for Marketing and Digital Services
  - c) Update on the “Welcome” Packages for New and Existing Businesses
  - d) Update on the Creation of an Art Incubator in Simcoe
  - e) AMPLIFY Norfolk – see the attached notes
  - f) Bell Digital Marketing Solutions for BIA's – see attached from Bell
  - g) Simcoe Advocate Newspaper – BIA Page in the newspaper – see attached notes
  - h) Partnership With Panorama – see the attached notes
  - i) Gateway Signage and Creative Placemaking – see attached notes
  - j) Email to Members of Norfolk County Council and Staff re Public Washrooms
10. **1:25 PM** Next Meeting Dates (5 min)
  - Board of Management Meeting – Wednesday November 13, 2024 – 12:00 PM
  - Beautification Committee Meeting – Tuesday November 5, 2024 – 1:30 PM
  - Communications/Events Committee Meeting – Monday November 11, 2024 - 9:00 AM
  - Executive Committee Meeting – At the Call of the Chair
11. **1:30 PM** Adjournment