



OLDE RIVERSIDE
BUSINESS IMPROVEMENT ASSOCIATION

BOARD MEETING MINUTES | AUGUST 2024

Date: Tuesday, August 13, 2024 (9:00-10:30 a.m.)

Location: Bergeron Art + Frame Shop (5640 Wyandotte St E Unit 2, Windsor, ON N8T 1M3)

PRESENT: Laura Tucker (Chair), Olivia Ryan (Secretary), Cathy Hendy (Director) arrived at 9:30 AM, Jack Quimby (Director), Chantel Russett (Director), Nicole Thompson (Director) arrived at 9:30 AM, Pete Mazza (Vice-Chair) and Candyce Mollard (Administrator)

REGRETS: None

ABSENT: Joanne Gignac

1. **CALL TO ORDER:**The meeting was called to order by Laura at 9:01 a.m.

2. APPROVAL OF MINUTES FROM JULY

MOTION to approve the July board meeting minutes.

MOVED BY: Olivia **SECONDED BY:** Pete. All in Favour. **MOTION CARRIED**

3. ADDITIONS TO/APPROVAL OF THE AGENDA

The agenda for July 9 2024, was supported by consensus.

4. **CHAIR UPDATE-** Laura says the banner project is all set to go. There is going to be an event to kick off the banner project at the RCL Br #255 next month, right after our board meeting.

Laura will be saying a few words on behalf of the BIA.

- Laura says the Legion is excited about the potential partnership to find a mural for their exterior wall. Candyce will begin looking into grant opportunities for the potential project.

NEWSLETTER- Candyce went over the current topics we have ready to go for the upcoming newsletter (panhandling, vandalism, etc.). She will provide contact information so people know how to deal with these issues/when and who they should call.- Candyce is going to put out information in the newsletter about a potential Winter Walkabout to see who if the BIA thinks this is a good idea & who is open to participating - The newsletter will also remind the members of Open Streets



OLDE RIVERSIDE
BUSINESS IMPROVEMENT ASSOCIATION

Cathy and Nicole arrive to the board meeting.

5. COORDINATOR UPDATE

Candyce sent out an email about becoming apart of the OBIAA. She believes it would be beneficial for not only herself but for the group as a whole. They provide guidance and offer advice on a variety of topics such grant possibilities, they have seminars, etc. A lot of their resources are online which is great so it can be accessed anywhere. It would cost \$281 a year to be involved with that. She would be able to be apart of a monthly zoom call with other people in her similar role.

*Board member Cathy Hendy joined meeting at 9:30am

*Board member Nicole Thompson joined meeting at 9:34am

- BizX is asking for us to promote their BizX awards and post it on our social media. Candyce asked if this would be ok – all agreed in favour.

MOTION to join OBIAA for the year.

MOVED BY: Pete, SECONDED BY: Jack. All in Favour. MOTION CARRIED

6. COMMITTEE UPDATES

Policy & Advocacy

No report.

Action: N/A

Finance

No report.

Action: N/A

Membership- Laura mentioned that last year we did an in depth survey, asking the members a handful of questions about what they wanted to see be done in the BIA amongst other things. - She suggested this year, that we do a simplified version and just ask 1 questions which would gage which initiatives are most important.



OLDE RIVERSIDE
BUSINESS IMPROVEMENT ASSOCIATION

Action: N/A

Events (Open Streets)

- Most things are booked and ready to go. The things we haven't moved forward with are the BIA giveaways.

- Approved to order the 2 tents for Thompson House, BIA branded bubble wands/ BIA branded chalk/ BIA branded cookies

.- Decided to do 4 x \$50 giveaways leading up to Open Streets on our social media. Those winners will be able to choose 1 x \$50 at any businesses in the BIA they would like

Action: Candyce to go ahead and order what is left to purchase.

Events (Holiday Walkabout)- Decided to throw the idea in the newsletter to see if people are interested. - Discussed where to have Mr & Mrs Clause set up for pictures.

Action: Nicole to confirm if Santa Claus can go on the main floor at Thompson House.

Marketing- Candyce has an idea to get drone footage from "Fly with Ry". He would come during the day to showcase the beauty of Olde Riverside and not necessarily focus on each individual businesses. It would be great to coordinate to have 1 person from each business outside of their storefront waving a the drone footage goes down the street. He would then come back at night to showcase the are in the evening. It would cost \$1,000. Idea was tabled for now.

- Olivia brought up the previous photography quotes. If professional photography was only around \$2,000 then we could get more use out of the images of each individual business on our social media than 1 drone video. Laura said Candyce can go around and shoot pictures on her iPhone. Idea was tabled for now.

- Pete suggested doing a t-shirt swap. Were on the last Friday of the month, everyone who is participating would wear 1 businesses shirt for cross promotion. Everybody liked this idea if we could get the right cost on the shirts/figure out the logistics. Idea was tabled for now.

Action: N/A

Beautification –



OLDE RIVERSIDE
BUSINESS IMPROVEMENT ASSOCIATION

-Cathy provides update on gardener Ramon salvador, the gentleman who took over for Greg. Would like for the board to consider keeping him on board until September 15th. See Cathy's report for more details. She also suggests keeping Asher to do our watering until September 30th.

- Candyce discusses a new quote from BEX designs and suggests that we consider moving in a new direction for planters/flowers moving forward. We have had some issues with communication and efficiency with Annas and maybe moving forward with a more independent company will solve those issues.

MOTION: To have Ramon Salvador stay to continue maintaining our gardens until September 15th

MOVED BY: Cathy, **SECONDED BY:** Laura. All in Favour. **MOTION CARRIED**

MOTION: To have Asher continue watering our flower planters and pick up trash until September 30th

MOVED BY: Cathy- **MOTION NOT CARRIED**- After discussion budget and necessity. Asher will work until end of August Action: Candyce and Cathy will speak about Bex Design Quote and make motion at next meeting

Capital Works

-We are getting hardware and brackets replaced free of charge thanks to Enwin. Motion was done via online vote to move forward with ordering banners and parts from Memorial Banner. See quote below;

Banners:

Total for 6 banners: \$775 tax and shipping included.

Price per banner: \$105 (honouring original quoted price).

Poles and Brackets:

Total for 6 sets: \$1,700 tax and shipping included.

Price per set: \$223 (honouring previous quoted price).

Includes 10 lower poles and 1 full set, essentially 6 full sets.

Action:

Capital Works

No report.



OLDE RIVERSIDE
BUSINESS IMPROVEMENT ASSOCIATION

Action: N/A

7. NEW BUSINESS

No report.

8. NEXT MEETING & ADJOURNMENT

MOTION TO ADJURN at 10:25 AM: **MOVED BY:** Laura, **SECONDED BY:** Jack. All in favour.
MOTION CARRIED

Upcoming Meeting Dates:

BIA board meeting: Tuesday, October 8th, 9am. at Bergeron Art & Frame, 5640 Wyandotte St E