



**Downtown Parry Sound Business Association  
Board of Management  
Minutes  
September 9, 2015**

Present: Dora Logan, Cathy Downing, Sue Sullivan, David Coles  
Regrets: Daryl McMurray, Jim Shaw, Paul Borneman  
Staff: Susan Hrycyna

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David Coles will be chairing the meeting due to the absence of Daryl McMurray, chair.

The board meeting of the Parry Sound Downtown Business Association was called to order at 7:06pm by David Coles

- 1) "Motion to approve the agenda for the Board of Directors meeting on September 9, 2015"  
Moved by: Sue Sullivan                      Seconded by: Cathy Downing                      Carried
- 2) "Motion to approve the minutes from the Board of Directors meeting on August 12, 2015"  
Moved by: Cathy Downing                      Seconded by: Sue Sullivan                      Carried
- 3) Administrator's Report – Susan Hrycyna. A detailed report is on file. Items discussed in detail by the board members are listed below.
  - a) Report Highlights / Questions / Resolutions
    - The hanging baskets have all been lowered onto newly installed bracket arms. Four more brackets have to be ordered in order to finish the last two poles.
  - b) Correspondence
    - The GBBR is offering sponsorship opportunities for their Brew-Ha-Ha event.

**Resolution 15-33**

"Motion to be a Pint Sponsor for the 2015 Brew-Ha-Ha event at a cost of \$250"

Moved by: Cathy Downing                      Seconded by: Sue Sullivan                      Carried

- A follow-up e-mail was received from Tammy Purdy re: L&H Motor's abuse of parking spaces. This subject will be discussed further at the next Parking Committee meeting.
- A letter was received from Larry Evens, Location Manager for Slasher re: the production schedule for filming and how it will affect the downtown with regards to road closures and closed parking spaces.

**Action Item:** Susan will speak to April McNamara to see if the DBA can be consulted before road closures and parking lot closures are approved.

**Action Item:** Susan will see if the new façade on the Coldwell Banker building could be left after filming is complete.

- An e-mail was received from the United Way with information about their Young Leaders on Board Program.

**Action Item:** Susan will fill out the application form to be a part of this program.

- c) The Action Items from previous meetings were discussed.
  - David assured the board that the webcam will be installed and functioning before the Santa Claus parade.
  - Susan will take the Little Free Library home and work on attaching it to a post so it can be attached to the ground by the Information Kiosk.

4) Events Report – Susan Hrycyna. A detailed report is on file. Items discussed in detail by the board members are listed below.

- Open Streets
  - The 2<sup>nd</sup> event will be on Sunday September 13<sup>th</sup>, from 8am – 1pm.
- Painted Paddles
  - An Event follow-up report was presented and discussed.
  - The total profit from this event was \$2700.
- Georgian Bay Craft Fair
  - An Event follow-up report was presented and discussed.
- Downtown Car Show
  - An Event follow-up report was presented and discussed.
  - For the last 3 years the Gun Show and the Car Show have been on the same day as the car show. There are benefits to this as some people will attend both events. The downside is the lack of parking due to the BOCC parking lot being full. It was also felt it would be better to have 2 weekends with an event happening that will bring people downtown.

**Action Item:** Susan will contact Wild Willie to see if he is available on August 20<sup>th</sup>. If he is the Downtown Car Show will be held on August 20<sup>th</sup> otherwise it will be on August 27<sup>th</sup>.

- Pole Decorating Contest
  - Susan has not received any applications for the Pole Decorating Contest. It was felt that the date of September 18<sup>th</sup> is too early for some people to get a pole decorated. The contest will be moved to October.

**Action Item:** Susan will send out an e-mail to all members and the Not-for profit groups to let them know of the extension.

5) Marketing Report – Susan Hrycyna. A detailed report is on file.

6) Financial Report – David Coles. A detailed report is on file. Items discussed in detail by the board members are listed below.

- A GIC in the amount of \$2,681.12 has been automatically renewed as of August 25<sup>th</sup>.



**Action Plan:** Susan will draft a letter from the board to Mayor and Council about this issue and it will be discussed at the next meeting.

- This year the hanging baskets do not look very good. Is this due to lack of watering or because of what was planted?

**Action Item:** Susan to talk to Jennifer about the baskets she planted and what could be done to improve them next year.

b) Strategic Plan

- Lynn will come to the November board meeting to outline the procedure and to get some feedback from the directors as to what they would like to see getting done by the board.

**Action Item:** Susan to email the board before the meeting to remind everyone to reread the Consumer Market Study and Revitalization Plan. She will also send both reports.

c) Other

**Resolution 15-36**

“Motion for the DBA to ask the town to give permission for Dora Logan to put ducks in the horse fountain”

Moved by: Dora Logan

Seconded by: Cathy Downing

Carried

11) Next board meeting – October 14, 2015, 6:30pm, GB Software

12) “That the meeting is adjourned at 8:04pm”

Moved by: Dora Logan

Seconded by: Sue Sullivan

Carried

Minutes of meeting recorded by: Susan Hrycyna, Executive Administrator