



MINUTES

Parry Sound Downtown Business Association

August 10th, 2016

Meeting called to order by Daryl McMurray at 6:36pm

In Attendance

Board Members: Daryl McMurray, David Coles, Dan DiNicolo, Jim Shaw, Councillor Paul Borneman

Staff: Susan Hrycyna

Regrets: Dora Logan, Sue Sullivan, Cathy Downing

Approval of Agenda

“Motion to approve the agenda of the August 10th, 2016 DBA Board of Directors Meeting”

Moved by: David Coles

Seconded by: Paul Borneman

Carried

Approval of Minutes

“Motion to approve the minutes from the July 20th, 2016 DBA Board of Directors meeting”

Moved by: David Coles

Seconded by: Jim Shaw

Carried

“Motion to approve the minutes from the July 28th, 2016 DBA Board of Directors meeting”

Moved by: Paul Borneman

Seconded by: Dan DiNicolo

Carried

Old Business

a) Downtown Custodian

- James Bailey was hired as the new Downtown Custodian and he started August 2nd. He will have a job coach provided by Community Living with him for the first few weeks.
- The heat has been very hard on him and he has left early on a few days when it was too hot to work.
- Some areas are not getting enough attention. Susan will talk to Taylor Robinson as well as James’ job coach about what our expectation are.

b) Website

- Susan and Daryl met a couple of months ago to discuss changes to the website. Most of those changes have been made.
- There is a feature now so any page from the website can be shared on Facebook.
- Susan will send Daryl some pictures for the website.
- Daryl will work on something so businesses can access the editor to update their own page

Correspondence

A thank you was received from Peter Istvan on behalf of Pedaling for Parkinson's. The 10 cases of water we donated were very well received.

Lynn Middaugh sent out an e-mail to all of the organizations and people who are helping with the Pearl Mist's visits. A business women from Sault Ste. Marie called Lynn to ask what Parry Sound does when the Pearl Mist is in port because she has heard the ships passengers commenting on all the things Parry Sound did for their visit. This is very good news.

- There is an opportunity to capitalize on the cruise ships that come into port. We need to discuss this more in the fall to get ready for next year. We will invite Lynn to come to a meeting to talk about this in more detail.

An e-mail was received from Charlotte of PS Books. She received many comments last weekend on the disgusting condition of the public washrooms.

- Many complaints have been received by various board members. The feeling is the washrooms should be closed if they can't be kept clean. Dirty, disgusting washrooms really hurt both Parry Sound and the Downtown.
- Susan will talk to Rob Mens about the situation. She will also ask Peter Brown more details on who looks after opening and closing them and cleaning them.

A letter was received requesting permission to busk in the Downtown. Susan contacted the person and this request is for next summer. He will come and audition for the board at January or February's board meeting.

A letter was received from OBIAA regarding a research project they are undertaking to determine the Return on Investment of BIA's in Ontario. Susan has already filled out a survey and spoken to John Archer from the consulting company who is working on the project.

New Business

a) Watering

- The watering of the hanging baskets, planters and gardens has been a huge issue this summer. The watering does not seem to be consistent and some planters are being missed.
- The DBA has made a considerable investment in the flowers. Many of them are dried up and dying. Quite a few hanging baskets are completely dead. These will be removed as soon as possible.
- Susan will take pictures to document the problems.
- We will invite Lynn to a fall board meeting to discuss how we can improve the situation next summer.
- Susan will let the member's know if they have any comments about the "Standard of Care" in the downtown they should send her an email and she will forward them to the appropriate people.

Reports

a) Administrator- Susan Hrycyna. A detailed report is on file. Items discussed:

- Susan will be on vacation from August 22 – September 3.

b) Events – Susan Hrycyna. A detailed report is on file. Items discussed:

- The post event reports for the Downtown Sidewalk Sale and Craft Fair will be discussed in more detail when planning events for 2017.
- Paul, Dan, Cathy and Sue will be available to help at 6:30am for the Car Show. Daryl will make sure he is there to hook up power when required.

c) Financial – David Coles. A detailed report is on file.

- \$14,000 has been invested in two GIC's as per the direction from the last meeting. The balance of \$3,929.52 will be deposited into our general account.
- There is now a One Investment Fund account that has the potential to earn significantly more interest. David will talk to Trevor Pinn about this for future investments.

"Motion to accept the financial statements as presented"

Moved by: David Coles

Seconded by: Dan DiNicolo

Carried

d) Council

- Everything has been covered

e) Chamber

Daryl was not able to make it to the last Chamber meeting. He is having trouble making it to the monthly meetings due to other commitments.

Resolution 16-14

“Motion to have Dan DiNicolo replace Daryl McMurray as the DBA representative on the Parry Sound Chamber of Commerce board”

Moved by : David Coles Seconded by: Paul Borneman Carried

Next Meeting

The next meeting will take place on Wednesday, September 14th, 2016 at 6:30pm

“Motion to adjourn the meeting was made at 8:43pm “

Moved by: David Coles Seconded by: Jim Shaw Carried

Minutes of the meeting were recorded by: Susan Hrycyna, Executive Administrator