



PEMBROKE BUSINESS IMPROVEMENT AREA

Pembroke BIA Board of Directors Meeting

MINUTES

Date: Monday, Feb 4, 2019

Attendance: Janna Fortin, Stacey Michalopoulos, Stacy Taylor, Ryan Schmidt, Heather Sutherland, Bethea Summers, Brian Abdallah

Regrets: Nicole Montgomery, Dan Laverdure

Item #	Item Description	
1)	Call to Order @6:03 p.m.	Janna Fortin
2)	Declaration of Pecuniary Interest None	Janna Fortin
3)	Acceptance of Dec. 3, 2018 minutes Moved by; Ryan Schmidt, Seconded by Stacy Taylor	Janna Fortin
4)	Report from Council Brian reported that Pembroke Youth Mural Project presented to council. They had received a \$19000 grant to complete a ceramic mural that will be located on the Early Years Building located at 464 Isabella St. Council will be taking about waterfront development marina parking lot and the adjacent green space has been re zoned C3 which means it can be developed. Brian will be looking to the PBIA board for opinions on how they feel it will be best used.	Brian Abdallah
5)	Old Business <ul style="list-style-type: none"> • Events Heather Sutherland/Bethea Summers <ul style="list-style-type: none"> ○ HockeySpree <ul style="list-style-type: none"> ▪ Heather and Bethea presented a verbal report will provide full written report for the next board meeting. The tournament side ran well with the condensed timeline, the festival portion was slow. Had issues with Ry-J's & the volunteers but will work on a better plan for next year. Brian has volunteered to organize municipal team again next year, and he will look at getting more schools involved. Whitewater Brewing Co. provided prize pack for Open Division. ▪ 10 teams total this year 4 Youth, 6 Open. ▪ Johnston & Mackie sponsored the insurance policy, no other sponsorship dollars received, lots of in-kind sponsorship. ▪ Will survey teams about changing the time of year for the event. Later into March maybe. ○ Cannabis update <ul style="list-style-type: none"> ▪ Council voted to opt in for retail cannabis stores ○ Office update <ul style="list-style-type: none"> ▪ Office has been repainted, new cupboards and floor installed. 	
6)	New Business <ul style="list-style-type: none"> • Donation Policy Bethea Summers <ul style="list-style-type: none"> ○ Bethea prepared and presented a donation policy. Brian Abdallah motioned to accept the policy seconded by Stacey Michalopoulos. • Office Wall Wrap Heather Sutherland <ul style="list-style-type: none"> ○ Heather got a quote to put a wall wrap of the aerial photo of downtown to go on the middle wall of the office. Cost will be around \$300, board was in favour. 	



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7)	<p>Other Business</p> <ul style="list-style-type: none"> • Membership news Heather Sutherland/Bethea Summers <ul style="list-style-type: none"> ○ Open: Valley Eats App has launched with much success. ○ Moved: TCG Computer Solutions, now located at 217 Pembroke St West. • Staff monthly task report Bethea Summers • Annual General Meeting <ul style="list-style-type: none"> ○ AGM will be held March 20, 5 – 8 p.m. ○ Location will be seniors drop in centre, food and drinks will be provided ○ Have 2 speakers lined up Jill and Jamie from Pembroke Pride and Tammy Co-Op teacher at Fellows High School. Trying to confirm Jamie Bramburger from Algonquin College.
8)	<p>Next Meeting: AGM Wednesday March 20, @ 5:00 p.m.</p>
9)	<p>Adjournment @7:05 p.m. Moved by Brian Abdallah; Seconded by Stacy Taylor</p>