

# Minutes of the Seaforth BIA Annual General Meeting

Wednesday, January 27<sup>th</sup>, 2016

Committee Room, 2<sup>nd</sup> Floor, Huron East Municipal Offices, Seaforth Town Hall

Present: Chair Melody Hodgson, Secretary Carolanne Doig, Directors: Maureen Agar, Shannon Craig, Shelly McMillan, Betty Small, Councillor Representative Bob Fisher

Staff: Jan Hawley, EDO – Huron East Municipal Representative

Guests: Shelley Lindner & Samantha Lambert from CIBC

The meeting was called to order at 8:05 p.m.

1. Chair Melody Hodgson welcomed the Board Members & the guests. It was noted that no additional people were in attendance.

## **2. New Business:**

- a. Since the proposed 2016 Budget had just been presented to all in attendance and the BIA Board had moved that the budget be accepted as presented at the regular meeting, the Chair asked that a motion be presented to adopt the budget as presented. Director Shannon Craig made a motion to adopt the 2016 budget as presented and this was seconded by Director Shelley McMillan and carried. It was duly noted that now the budget would be presented at council for final approval and it was not expected that there would be any issues.
- b. **Resignation of Past Officers and Nominations to fill vacancies for 2016:**  
There were no board members who were at the end of their term so no one was required to resign. At this time both Shelley Lindner and Samantha Lambert expressed interest in being on the board. With the assistance of Councillor Fisher, EDO Hawley determined that although our BIA board had a minimum requirement of officers (7) there was no maximum, so it was agreed that additional board members would be nothing but an asset to our BIA. Secretary Carolanne Doig moved that both Shelley Linder and Samantha Lambert be added to the board and the motion was seconded by Director Maureen Agar. The motion was carried and the Chair welcomed our two new board members. Chair Hodgson will add their email addresses to the BIA correspondence file.

c. A motion was made by Betty Small and seconded by Maureen Agar to amend the agenda to allow the committee to discuss a few additional things while we had everyone in attendance. *Motion Carried*

d. **Sub Committees:** Directors Maureen Agar and Carolanne Doig had suggested in the past that some sub-committees be set up for 2016 because our BIA is an action oriented committee and certain things need to be completed in a timely fashion, but not everyone has to have a finger in every pie. The person in charge of the sub-committee can then recruit board members and others to assist.

1. Chair Melody Hodgson has agreed to look after the Easter Special Event
2. Director Shelley McMillan will work with Barb Horne from the TD on the Summer Event
3. Director Maureen Agar has agreed to work on keeping the board informed of our budgetary position at each meeting and give a financial report
4. Secretary Carolanne Doig has agreed look after the \$mart Money for 2016
5. Chair Melody Hodgson will look after communication including updating the current website – the EDO and Secretary Doig will assist with updating the map, special events etc. The flash component of the website will be removed and both the EDO and the Chair will contact Artech to determine how the website can be updated. Chair Hodgson will also insure that BIA members are up to date re: email communication and that the agenda and minutes are uploaded onto our site, and the municipal calendar on the Huron East website. EDO Hawley expressed concern about maintaining our domain name and this will also be reviewed with Artech.
6. It was agreed to invite the Heritage Committee to attend a future meeting of the BIA and also invite Engage Huron to another meeting. A meeting with both of these committees ties in nicely with our Strategic Plan.
7. OBIAA – EDO Hawley advised that the OBIAA conference will be held April 11-13 in London and that she would be a presenter at this conference. We have money budgeted for some attendees and reservations would need to be made by early March for those interested in attending.

3. Adjournment – A motion was made by Shelley McMillan and seconded by Shannon Craig to adjourn the meeting.