



Draft Minutes

Old Town Kemptville BIA SPECIAL Board of Management Meeting

Location: **Salamanders Restaurant in Downtown Kemptville.**

Date of Meeting: **Thursday December 10, 2020.**

Time of Meeting: **2:00pm.**

Present: **Debbie W, Stephen B, Melanie C, Shelley M, Sierra J, Meagan C.**

Absent: **Will P and Jim M.**

Regrets: **None.**

Guests: **None.**

Call to Order: – **2:15pm.**

Review of Agenda – **Moved by Melanie, seconded by Sierra. Carried.**

Disclosure of interest – **None.**

Review of Executive Committee Notes – **None to review.**

Review of the BoM minutes of November 18, 2020. **Motion to accept. Moved by Sierra, seconded by Meagan. Carried.**

Note: unless otherwise stated in these minutes, all motions to accept or approve were unanimously supported.

Opening Statements

- Welcome to new Board Member Meagan Cumming. **Given by Debbie.**

Deputations

- **None**

Governance

- Discussion and development of 2021 Business Plan.
 - **Motion:** To approve the 2021 Business Plan as presented. Moved by Stephen, seconded by Melanie. Carried.
- Review of Executive Director Performance Assessment. **Deferred.**

Reports

- Municipal Report – Jim McManaman and Matt Gilmer. **Given.**
 - Update on #LoveNG marketing campaign, NG Green.

- Update on NG Tourism Strategy.
- Update on Downtown Kemptville Community Action Plan.
- Update on Digital Service Squad.
- Financial Report – Stephen Bent. **Given.**
- Expansion Steering Committee Report – Stephen Bent. **Nothing to report.**
- Events Committee Report – Melanie Charlebois. **Given.**
 - Old Town Christmas activities.
 - Old Town Kemptville BIA Week Dec 13-19.
- Executive Director’s Report – Deron Johnston. **Given.**

Other Business Arising From Discussion

- **None**

New Business

- **None**

Period For Questions From Members, Public and Media

- **None**

Close of Meeting

Meeting closed at 5:10pm. Motion to close. Moved by Melanie, seconded by Sierra. Carried.

Next Meeting

January 20, 2021.