



OTK BOM Minutes 2025.04.16

Board of Management Meeting

Status: In-person

Location: North Grenville Public Library

Date and Time of Meeting: April 16th, 2025 11:00-1:00

Present: Sierra, Shelley, John, Deb (virtual), Nina (virtual), Mary-Anne

Absent:

Regrets: Brandy

Guests: Matt Gilmer

Call to Order at: 11:04

Reading of Land Acknowledgement: The BIA acknowledges that the BIA operates on the territory of the Anishnabek. We recognize all First Nations, Métis, and Inuit peoples who now call North Grenville their home. We respect and support the need for cultivating a strong relationship, and we commit to Indigenous-informed decision making to foster the path towards reconciliation.

Opening Statement

Assignment of Recording Secretary: John

Review and approval of Agenda for meeting of April 16th, 2025.

Motion to approve: Moved by Sierra, seconded by Mary- Anne.

Review and approval of BoM Minutes of March 19th, 2025.

Motion to approve: Moved by Mary-Anne, seconded by Sierra .

Review of Executive Committee Minutes April 2nd, 2025. - meeting cancelled due to absence and OBIAA conference

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

Disclosure of interest: - none

Deputations - none

DISCUSSIONS & DECISIONS

- **Members Survey:** Contained questions from previous surveys, the event survey to come out next month. Survey pre-ambles will indicate time required. Two annual surveys with consistent questions to aid comparisons over years. Business response goal discussed. Goal: minimum 14. Events survey goals to be determined
- **2023 Audited Financial Statements** – contained in package. We got a gold star for the auditors!
Motion: to accept the 2023 Audited Financial Statements as presented. Moved by Sierra, Seconded by Nina.
- **Funding Applications:** Canada Summer Jobs - are funded at 50% for 8 weeks. Job posted with secondary school partners. More advertising required. We will work with the Chamber. RTO9 – have applied for funding, 20 businesses 50% finding of finger signs. Also covering re-facing our Hwy 43 signs, Grenville Futures legacy grant will be applied for. Discussion about what project we would request funding for. One idea – large lit Maple Leaf installation (\$8,000) or local artist create. Suggested location: in front of Library, Post Office Park, former high school, Would need power or solar power. The Showcase ready grant application is being reviewed, more information required.
Motion: To support the Application for \$3000 to CF Grenville
- **Bodhi Tree Clean-up:** is complete and we have an “assets inventory”, Sign-out/sign-in clipboard suggestion. Boxes should be labeled or contents sheet in each box. A Returns bin.
- **Logo:** update (see Expansion Task Force Report in the Agenda package)
- **Grand Opening (and Significant Anniversary Protocol)** – Talia has drafted a Grand Opening Procedure with the welcome package contents. Discussion about new business and volunteer gifts (food tray, mug or t-shirt.) Budget to come out of the marketing line item. \$50/business,
- **Earth Day Clean up:** Can we get mulch? April 22nd - afternoon will be for business owners to clean up outside shops at 1pm. The evening we are inviting the community to help clean up common areas. Litter bag drop-off location at Armoury. Action Tallia will contact Public works to cart away
- **Board/Committee Development:** Village Pets (Lisa) interested in the Marketing Cmt.

Reports

- **Parking Study (2023) Meeting Report** – Shelley met with Matt, Hillary Geneau, Karen Dunlop, Bruce Enloe, Nancy Peckford Sierra and Talia on April 15th. Discussion of changes since 2023 – Riverside busy during the summer. Lot at the top of Prescott is now paid. The Library/Courthouse parking lot issues, Courthouse has 12 spots

reserved, often unused, perhaps this can change. Library now has dedicated spots. Snow storage uses 7 spots. Options were discussed. New multi-unit buildings have dedicated parking but pressure on public parking may be increasing. Discussions with private property owners Arrow (vacant lot at top of Prescott) and the former high school, and Benjamin Flooring building owner (Mary-Anne will provide contact info).

- Municipal Report – Matt Gilmer, Wayfinding Strategy Scope of Work presented. Comments from the BIA due the week of April 21st. The Shop Local sign re-purposing was discussed. Additional banners discussed (Pride, Shop Local) Parking Meeting (see above). Large Chairs (DSC Ltd) – additional ones discussed and re-painting existing chairs via a contest (?).
- Financial Report – Sierra. No issues. Buskerfest sponsorship and vendor fees are still coming in.
- Programming & Marketing Committee Report – Nina. FSEAT required for the Father's Day Event. Ladies Night discussion about timelines and sponsorship
- Buskerfest – Sierra – last year a decision was made to reject an application based on a Code of Conduct violation. An email will be sent to the applicant citing the Board's decision.
- Expansion Committee Report – John
- Executive Director's Report - Talia

Other Business –

Discussion of a Beautification Committee

Mary Moore presentation on the “Ah Capella” performance. She was looking for sponsorship and handed out the sponsorship offering. Decision by week. Talia will reach out with a \$50 sponsorship.

Period For Questions from Members, Public and Media

Summary of Actionable Items

Close of Meeting

Motion: to close: . Moved by Sierra , seconded by Mary-Anne . Carried.

Meeting closed at: 1:04

Next Meeting: May 21th , 2025 at 11:00am.