



2025.12.17 OTK BOM MINUTES

Board of Management Meeting

Status: In-person

Location: North Grenville Public Library

Date and Time of Meeting: Dec. 17th, 2025 11:00-1:00

Present: Shelley Mitchell, Mary-Ann Leang, Amanda Leang, Brandy Gould, Deb Wilson
Talia Hreljac (Staff)

Regrets: Nina Tachuk, John Barclay

Others: Matt Gilmer

Call to Order at: 11:14AM

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: Brandy Gould

Review and approval of Agenda for meeting of Nov. 19th, 2025.

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

Review and approval of BoM Minutes of Nov.19, 2025.

Motion to approve: Moved by Deb, seconded by Brandy. CARRIED

Motion to approve the 2024 Audited financial statements as presented by KPMG:

Moved by Sierra, seconded by Mary-Ann. CARRIED

Disclosure of interest: N/A

Deputations: N/A

DISCUSSIONS & DECISIONS

- **Expansion Updates:** Bylaw and other updates
 - Requesting clear & concise map.
 - Does the Bylaw need to be finalized before letters go out?
- **Executive Director:** Report and Recap of Months activities
 - Volunteer night, March 9th
 - Applied for a Community Grant
 - Started Workplan
- **Municipal Ask:** has been emailed.
 - Draft Circulation January
- **Rent:** We have a lease
- **Audited 2024 Statement:** Sierra
- **AGM:** Jan.28th 2026 - 6PM
 - Leaning towards the library for venue
- **Municipal Contacts:** Brainstorm and Review, who to come to BIA Board meetings
 - Suggesting we invite department heads quarterly
- **Public Art Policy:** Discussion
 - Reach out to Tanna at the Municipality
- **Advocacy:** recycling - any other new issues or updates
- **Board/Committee Development:** anyone of interest?

Reports

- Municipal Report – Matt Gilmer
 - Reach out to BIA to ask if we'd like to be included in Mayor's Address (March 26th at 6PM)
 - An opportunity to present what is happening in the community.
 - Wayfinding strategy, public consultation in January
 - Tourism Improvement CIP will available for Tourism Businesses
- Financial Report – Sierra.
 - Sent email to Finance regarding HST Refund (next steps?)
- Programming & Marketing Committee Report – Talia on behalf of Nina
 - Reviewed Events/Dates & Budgets with/without Expansion
- Buskerfest - Sierra
- Expansion Committee Report – John

- Executive Report - Shelley
 - Once Expansion is decided ~ apply for an official Legal name change
 - Feedback to Lady Bug Design on quality of BIA Golf Shirts. Return shirts that don't work for existing members to BIA office for future members.

Other Business – Not Today

Period For Questions from Members, Public and Media

Summary of Actionable Items:

- Shelley to follow up with John on order of operations for Expansion Bylaw
- Request a summary from Tanna explaining what we need to do to follow protocol with the Public Art Policy for various BIA endeavors.
- Reach out to the Chamber & North Grenville Business Groups, Association of Chambers etc. To present a letter to Steve Clark re: Recycling Advocacy

Close of Meeting

Motion: to close: Moved by Amanda, seconded by Sierra CARRIED

Meeting closed at: 12:55PM

Next Meeting: Jan.21st, 2025 at 11:00am.