

## BOARD MEETING MINUTES | JAN 14, 2020 | 5m / 2 yr

DATE & TIME: Tuesday, January 14, 2020 at 8:00 am | LOCATION: Owl's Nest Bakery & Bistro

### ATTENDING DIRECTORS:

<input type="checkbox"/> Debbie	<input type="checkbox"/> Ward (away)	<input type="checkbox"/> Barb	<input type="checkbox"/> Karla	<input type="checkbox"/> Julie (Phone)
<input type="checkbox"/> Chris (away)	<input type="checkbox"/> Kara	<input type="checkbox"/> Lulu	<input type="checkbox"/> Krystal (ED)	<input type="checkbox"/> Nick
EX-OFFICIO: <input type="checkbox"/> CVCAS <input type="checkbox"/> Chemainus Theatre			<input type="checkbox"/> GUEST_____	

Meeting called to order 08:10 am

### 1) Consent Agenda

- Approval of December Minutes
- Payables (cheques to be signed)
- Income & Expense Statement/Balance Sheet
- Executive Directors Summary Report

Motion to approve consent agenda: Karla, Barb; In favour all

### 2) Board Consideration Requests

- Canada Day Chamber market addition – yes by all members, an email will be sent to Emily
- Mural Society letter of support of arts activities in the community (for Gaming Grant) – yes, the CBIA does support this and an email will be issued along with an official letter

### 3) Signage

- Billboard (Best Western, Chemainus Theatre, Co-op Initiative) – Supplemental meeting is required
- Highway Banners finalization – Add to facebook for art selection by way of a poll
- Business Signage Directional sub-committee call – Barb and Karla wish to help drive this forward
- REQUEST: Have Leon's signs quote on the signage to see about timing and to save costs
- REQUEST : Mayor meeting regarding signage
- Request: Look into possible banners at the McMillian billboard

### 4) AGM (February 5, 2020 at 5:30-6:30)

- Presentation contents – Krystal to draft and send to group for comments or changes
- Assign who will present which portion – Chris will do the overall lead and presidents report, Debbie will read the financials, Krystal will read the current budget and update on next year
- ~~Business attendance as ambassadors~~ moved to next meeting

### 5) Beautification RFP review – proceed with Cryan gardens for the maintenance and Superior Growers for the baskets as per the RFP that was returned

Motion to approve RFP's : Karla, Chris; In favour all

### 6) Misc.

- Valentines Day – proceed as planned
- Winner of Passport (name, story, etc) – meeting to present cheque and story with courier
- Member Input survey for 2020 – look at
- ~~Tourism Cowichan Strategy Meeting~~

### 7) Open Floor

- Consideration of date change to Feb 18<sup>th</sup> – confirmed
- President spot available in March – call for volunteers – none at this time
- Visitors centre holiday grant – In favour, must apply via our granting process if they wish to proceed for cost consideration
- Meeting place for board meeting, CBIA to pay for whoever wants coffee
- Grapefully yours has asked Barb for a basket, they will install bracket and water
- Thank you card to communities in bloom to be sent
- Request from Barb to see officially what is received from the Muni/included with a business license.

Meeting called to close 09:12 am

Motion to close meeting: Barb, Lulu; In favour All