



### **Call to Order**

The Executive Meeting of Strathroy's BIA was virtually called to order on Wednesday, February 8th, 2023 at 8:06 am via zoom.

### **Attendees**

Voting members in attendance included Robin Tiller, Sue Looman, Frank Kennes, Meredith Chatelain, Daniel Kiekens, Kaity Philips, Courtney Sinclair, Chris Traczuk, and Nathan Wilcox

**Regrets:** Colin Grantham

The meeting began with a brief introduction of the 2023 Strathroy BIA Board of Directors.

### **Approval of Minutes**

### **Actions/Main Motions**

**Motion 23-02-01** - Motion to "Approve the minutes of the Friday, December 2nd, 2022 Executive meeting minutes as written". Motion made by Nathan Wilcox, seconded by Sue Looman. Carried.

Welcome to new Board members followed by an introduction to the BIA Governance Documents.

Discussion and history on general management item.

### **Update on CTV contracts**

The CTV commercials are running on schedule with positive feedback from the community. Two merchants are behind on payments. Over two years of resources and time have been used towards recovery - with very little progress. It was suggested to modify the next set of contracts with the provision that a valid contract includes both signed contract and payment (either one year in advance or twelve post dated cheques to be provided).

**Motion 23-02-02** - Motion to "move meeting in-camera ". Motion made by Sue Looman. Seconded by Nathan Wilcox. Carried.

**Motion 23-02-03** - Motion to "Go out of camera". Motion made by Sue Looman. Seconded by Nathan Wilcox. Carried

**Motion 23-02-04** - Motion to "Write off as bad debt \$365.00 owed from CTV 2020 commitment to continue (vendor left BIA area April 2021)." Motion made by Frank Kennes. Seconded by Nathan Wilcox. Carried

**Motion 23-02-05** - Motion to "Write off as bad debt \$423.75 owed from CTV 2022 commitment to continue (September 15, 2022)." Motion made by Frank Kennes. Seconded by Dan Kiekens. Carried

New office space (if pursued) must include meeting space for minimum 10 members if meetings are to be held in person.



**Current Board Seats** - Overview on roles and committees of the BIA. Executive positions to be filled at next meeting after Board members have a chance to review Governance Documents.

**Treasurer's Report** – Strathroy BIA Budget to Actual as of December 31, 2022, BIA to Actual as of January 31, 2023 and Budget 2023 versus Budget 2022 were presented and discussed. BIA account is sound with Reserve Account of \$64,029.96 as of January 31, 2023 and Community Account of \$31,868.65 as of January 31, 2023. Still waiting for final Middlesex County invoice for Banner.

**Motion 23-02-06** - Motion to "Accept the Report as Written". Motion made by Frank Kennes. Seconded by Kaity Philips. Carried

**Promotions Report** -Request from Strathroy Pride to present at a future meeting.

**Beautification Report** - Christmas Urns are still on the street. This year an early windstorm battered them. The 2023 Thuss Green House Invoice has been received and we will need someone to follow up on the 2023 plants.

**Communications Report** – The "Behind the Business, Discovering Strathroy BIA" social media posts featuring information on BIA Business's and Owners has been very well received and is gaining momentum from both the public and business owners.

**Business Advocacy Report** – No update on Business Advocacy.

**Security Committee Report** – No report this month.

## **Other Business**

**New Business's in/Business Out of Area** - Elevation Shower and Bath

## **New Business**

Nathan Wilcox will be attending the Chamber/Municipality/BIA Monthly Meeting on behalf of the BIA tentatively scheduled for February 27, 2023.

## **Next Meeting(s)**

Executive Meeting: Wednesday, March 8th, 8:30 am, in person at Rusty Wrench.  
General Member meeting - to be determined in 2023.

## **Adjournment**

**Motion 23-02-07** - Motion to "Adjourn the meeting at 9:00 am. Motion made by Sue Looman. Seconded by Kaity Philips. Carried