



MINUTES

- MEETING:** Board of Directors Meeting
- DATE:** Tuesday, April 28, 2020
- TIME:** 4:00PM
- LOCATION:** Virtual meeting
- ATTENDEES:** Brian Yeomans, Pat Papadeas, Rino Bortolin, Stephanie Clark, Jeff Patterson, Bobby Russon, Geoff Zanetti
- REGRETS:** Bryan Datoc
- ABSENT:** Larry Horwitz
- GUESTS:**
- STAFF:** Debi Croucher, Pauline Sorokopas

Agenda and Discussion	Responsibility of:
<ul style="list-style-type: none"> Mr. Yeomans opened the meeting at 4:25PM Distributed Agenda was adopted by Mr. Russon, seconded by Ms. Clark 	Board of Directors
<ul style="list-style-type: none"> Disclosure of Interest Mr. Yeomans declared a Conflict of Interest re: Tech Talks 	
<ul style="list-style-type: none"> Adoption of the Minutes Minutes of Meeting dated March 26, 2020 were adopted by Mr. Bortolin, seconded by Mr. Zanetti. 	Board of Directors
<p><u>Communications Items and Reports</u></p> <p><u>Chair Reporting</u></p> <p><u>COVID-19</u></p>	

- Mr. Yeomans spoke on weekly virtual Chamber of Commerce Task Force meetings he attends, at which discussion has taken place as to what is to be expected once businesses are allowed to open up again, curbside service and social distancing.

Executive Director Reporting

Website - update

- Ms. Croucher discussed that Administration has been reviewing/updating member listings on the new DWBIA website. Ms. Croucher also advised that the DWBIA’s retail website will be migrated over to the new site. Administration will also be working on Insightly in order to mirror information on website.
- Ms. Croucher spoke on media announcement which will be made in regards to new website.

Canada Summer Jobs - update

- Ms. Croucher advised that CSJ application had been submitted in January with a request made for 2 summer students, one for Farmers’ Market and Night Market with the other student handling Communications.
- Administration expecting notification to be received shortly as far as whether the DWBIA’s application has been approved.

Tech Talks – update

Mr. Yeomans declared Conflict of Interest

Mr. Bortolin declared Conflict of Interest – e-mail attached

- Administration discussed suggested planned webinars along with possible dates, which would be helpful and supportive to DWBIA members adding that webinars would be free of charge to membership. Ms. Croucher also noted that each webinar would be recorded and accessible afterwards to membership and uploaded on DWBIA website.
- Ms. Croucher provided costs associated with webinars to Board Members requesting direction as to how they would like to proceed.
- Further discussion took place on how webinars would be promoted to members. Administration advised that members would be

<p>notified by e-blast, Facebook and Instagram ads, along with promotional posters for each webinar.</p> <ul style="list-style-type: none"> Ms. Clark made the motion ‘spend \$7,000 on Tech Talks’. Discussion took place in regards to motion on the table with the suggestion of going ahead with fewer webinars gauging how successful sessions are before committing to complete series outlined. Ms. Papadeas made a friendly amendment to motion on the table ‘to proceed with 4 Tech Talk webinars not to exceed \$2,000’. Mover and seconder agreed to friendly amendment. Motion was adopted. Mover and <p><u>Jubzi – update</u></p> <ul style="list-style-type: none"> Administration provided information to Board Members on costs associated with service provided by Jubzi. Discussion took place on Jubzi with Administration being given direction to invite Jubzi to AGM and participate in trade show. <p><u>Finance Committee</u></p> <p><u>Expenditure Report</u></p> <ul style="list-style-type: none"> Expenditure Report not discussed at this time. Ms. Croucher advised that draft copies of the 2019 Audited Financial Statements will be available for review at the May DWBIA Board meeting. <p><u>Committee of the Whole</u></p> <p><u>Committee of the Whole Marketing & Development/Infrastructure – motions - N/A</u></p>	<p>Board of Directors</p> <p>Administration</p>
<p><u>New Business</u></p> <p><u>Crowdfunding Platform</u></p> <ul style="list-style-type: none"> Ms. Croucher provided information on Crowdfunding platforms/initiatives in order to help DWBIA members alleviate some of the financial burden brought on by COVID-19. 	

