



## MINUTES

**MEETING:** Board of Directors Meeting  
**DATE:** Wednesday, June 30, 2021  
**TIME:** 5:30PM  
**LOCATION:** Virtual Meeting  
**ATTENDEES:** Brian Yeomans, Pat Papadeas, Jeff Patterson  
**REGRETS:**  
**ABSENT:** Larry Horwitz, Rino Bortolin, Geoff Zanetti, Sam Katzman, Spencer Dawson, Stephanie Clark, Bobby Russon  
**GUESTS:** Meaghan Quinn, CONTACT  
**STAFF:** Debi Croucher

| <b>Agenda and Discussion</b>                 | <b>Responsibility of:</b> |
|--|---------------------------|
| • Mr. Yeomans opened the meeting             |                           |
| • Disclosure of Interest – None at this time |                           |
| • Agenda – quorum not reached                |                           |
| • Board Minutes – quorum not reached         |                           |

**Communications Items and Reports**

**Executive Director Reporting**

**Patios & Parklets - update**

- Ms. Croucher provided update on parklets as follows:
  - Parklet at Café March 21 has now been installed.
  - Turbo Espresso Bar interested in sharing space and costs associated with Parklet with new establishment going into the neighbouring building.
  - Hikari on Victoria Avenue enquired about adding a Parklet but have decided not to participate.
  - Blanche looking into adding Parklet outside their property as well as adjacent property. Waiting for quotes to come in.

**Promotional items - update**

- Administration working on getting samples of mugs and tote bags. Stickers are on order.

**Downtown Ambassadors – update**

- Ms. Croucher advised that the project is on hold due to stronger presence from WPS and Family Services in the downtown.

**Job Bank Site (added to Agenda)**

- Administration provided information on the Job Bank site which will be going live on DWBIA website within next few weeks.
- Ms. Croucher provided a demonstration of the landing page and the process for applicants looking for a job, as well as how employers can post a position.
- Job postings to be pre-approved by DWBIA Administration before being posted on site. Job postings to stay on site up for 2 weeks and will automatically be taken down after this length of time. CV's to be forwarded directly to the employer, bypassing the DWBIA.
- Media release to be issued when site is ready to go live.

**CONTACT Show (added to Agenda)**

- Ms. Croucher introduced Ms. Meaghen Quinn to DWBIA Board and provided information on an opportunity for the DWBIA to partner with CONTACT Show Canada on an outdoor theatrical experience to

**Administration**

|  |  |
|--|--|
| <p>take place on the streets of downtown Windsor with audiences moving through the downtown, and event ending outside member establishments.</p> <ul style="list-style-type: none"> <li>• Ms. Quinn spoke on the production as to where it first opened and where it has taken place. Cities in Canada where production is running include Toronto and Ottawa with Windsor potentially being the third city.</li> <li>• Discussion took place on number of weeks show to run, shows per night, cost of tickets, audience numbers per show, sponsorship and draft budget.</li> <li>• Mr. Yeomans thanked Ms. Quinn for attending the meeting.</li> </ul> <p><b><u>Grants - update</u></b></p> <ul style="list-style-type: none"> <li>• Administration provided an update on the following:             <ul style="list-style-type: none"> <li>• Healthy Community Initiatives grant applied for through DWBRA partnering with Districting Committee to convert storage unit at Pelissier Street Parking Garage into a food court/beer garden with alleyway space being decorated with murals commissioned by local artists.</li> <li>• Canada Community Revitalization Fund being applied for through DWBRA once again partnering with Districting Committee. Grant objective is the adaptation of community spaces and buildings or improving community infrastructure. Grant will fund up to 75% of costs to a maximum of \$750,000.</li> </ul> </li> </ul> <p><b><u>Finance Committee</u></b></p> <p><b><u>Committee of the Whole – Marketing &amp; Development/Infrastructure – this item was not discussed</u></b></p> |  |
|  |  |
| <p><b>Meeting adjourned</b><br/> <b>Next scheduled Board of Directors meeting to be determined.</b></p>  | <p><b>Board of Directors/<br/>Administration</b></p> |