

# **MINUTES**

**MEETING:** Board of Directors

**DATE:** Tuesday, July 26, 2022

**TIME:** 6:00 PM

**LOCATION:** 484 Pelissier Street

**ATTENDEES:** Pat Papadeas, Jeff Patterson, Rino Bortolin, Geoff Zanetti

**REGRETS:** 

**ABSENT:** Larry Horwitz, Bryan Datoc, Spencer Dawson

**GUESTS:** 

**STAFF:** Debi Croucher, Janice Dyett

Agenda and Discussion	Responsibility of:
1. Ms. Papadeas opened the meeting at 6:15PM	
2. Adoption of the Agenda.  Distributed Agenda was adopted by Mr. Bortolin, seconded by Mr. Geoff Zanetti.	Board of Directors
3. Disclosure of Interest None at this time	
4. Adoption of Minutes dated March 8, 2022. Minutes were adopted by Mr. Bortolin and seconded by Mr. Zanetti.	Board of Directors

## **Communications Items and Reports**

#### **Chair Reporting**

 Ms. Papadeas spoke on the planter boxes floral beautification program and the City's decision to stop watering the planters midseason.

#### **Executive Director Reporting**

#### Art Alley - update

 Administration provided an update on the art installations taking place in Art Alley including the graffiti art, light installations, the lock wall, Indigenous art installation, and sky art project. Work to be completed by December 2022.

# <u>Grants – update</u>

• Administration provided update on current grant applications.

### 2022 Ouellette Car Cruise

- Administration provided information on Car Cruise registrations.
- Administration advised that vendors may be added to riverfront this year during the Car Cruise.
- Administration spoke to the updated police presence during car cruise at intersections on Ouellette between Riverside and Wyandotte to help with traffic flow.

## Night Markets - update

- Administration spoke to the success of the July 22nd Night Market.
- Due to the success of the Night Market, registration has already been opened for the upcoming dates on August 19, September 30 and October 28.
- Windsor Eats will be hosting the Beer Garden at the August 19 market and Copper Rose will be hosting the Beer Garden at the September 30 market.

#### Farmers Market - update

- Administration provided update on number of people attending market weekly.
- Administration spoke to the 70 spots available and the decision to keep it at the number.

<u>Farmers Market Incubator</u>	
<ul> <li>Administration spoke to first draft of the business plan that needs some modifications.</li> </ul>	
<ul> <li>Virtual meeting with Vito Giovannetti set for Tuesday, August 16 @ 7 pm re: Incubator Business Plan</li> </ul>	
<u>Street Banners – update</u>	
<ul> <li>Administration provided update on state of banner sign installation and proposed timeline.</li> </ul>	
Social Media Analytics	
<ul> <li>Administration spoke to the last 4 months of Social Media campaign. Getting good feedback on advertising.</li> </ul>	
Member Update:	
<ul> <li>Stephanie Clark resigned her position on the DWBIA Board effective Tuesday, July 12, 2022 and is in the process of selling Toasty's.</li> </ul>	
<ul> <li>Brian Yeomans had taken a leave of absence effective from July 3, 2022 to November 1, 2022.</li> </ul>	
Finance Committee	
2021 Financial Statements – to be approved	
Geoff Zanetti made the Motion to adopt the 2021     Financial Statements as presented. Jeff Patterson seconded the motion. Motion was adopted.	Board of Directors
<u>DWBIA and CRA Determination</u>	
<ul> <li>Administration provided update on the separation of DWBIA and DWBRA entities.</li> </ul>	
New Business	
Motion made by Mr. Patterson to approve in-camera motion on legal	<b>Board of Directors</b>

direction. Motion was seconded by Mr. Bortolin. Motion was

adopted.

Mr. Patterson made the motion to retain Dana Young to proceed with legal matter and to authorize expenses up to \$3,500.00.  Motion was seconded by Mr. Zanetti.	Board of Directors
<u>Business Incentive Program – Cook-Up</u>	
Cook-Up Application and Business Plan presented to the Board	
Motion made by Mr. Zanetti to approve Business Incentive Program application of Cook-Up in the amount of \$500 per month for 12 months with right to apply in second year for remainder of eligible funding. Motion was seconded by Mr. Patterson. Motion was adopted. (Note: Administration to discuss 35/hr per week requirements).	Board of Directors
Meeting adjourned at 8:25PM Next scheduled meeting date: September 27, 2022 at 6pm	