



**Downtown Simcoe Business Improvement Area  
Board of Management Meeting**

**DATE:** Wed. May 14, 2025    **TIME:** 12:00 PM  
**LOCATION:** Simcoe BIA Office, 26 Peel St., Simcoe

**AGENDA**

1.    **12:00 PM**    Welcome and Meeting Called To Order
2.    **12:00 PM**    Approval of the Agenda
3.    **12:05 PM**    Pecuniary / Conflict of Interest Declarations
4.    **12:10 PM**    Acceptance of Board Meeting Minutes of April 9, 2025 (5 min)
5.    **12:15 PM**    Business Arising From The Minutes (5 min)
6.    **12:20 PM**    Correspondence (10 min)
  - a)
7.    **12:30 PM**    Committee Reports for Board Discussion (20 min)
  - a) Executive Committee – Did not meet
  - b) Beautification Committee – Meeting held on May 7, 2025
  - c) Communications/Events Committee – Meeting held on May 2, 2025
8.    **12:50 PM**    Financial Report (10 min)
  - a) Cheque Report for the Month of April - See attached
  - b) 2025 Budget and Projections to Year End April, 2025 - See attached
  - c) Expenditures From Reserve Funds and Special Project Funds – See attached
9.    **1:00 PM**    Other Business / Round Table (25 min)
  - a) Update on the 2024 Financial Audit
  - b) Update on the Canada Summer Jobs Program – “Street Ambassador”
  - c) Update on Board Member and Committee Member Recruitment
  - d) Year to Year Comparison of Levy Dollars Requested – See attached information
  - e) Canada Wide BIA ShopLocal2Win Campaign – See attached information
  - f) Requesting Reserve Funds and the Use of the Reserve Funds – see attached email
10.    **1:25 PM**    Next Meeting Dates (5 min)
  - Board of Management Meeting – Wednesday June 11, 2025 – 12:00 PM
  - Beautification Committee Meeting – Wednesday June 4, 2025 – 12:15 PM
  - Communications/Events Committee Meeting – Friday June 6, 2025 – 11:00 AM
  - Executive Committee Meeting – At the Call of the Chair
11.    **1:30 PM**    Adjournment