



**Downtown Simcoe Business Improvement Area (BIA)
Board of Management Meeting**

DATE: Wed. January 17, 2024 **TIME:** 12:00 PM

LOCATION: JK's Restaurant, 9 Norfolk Street South, Simcoe

AGENDA - REVISED

1. **12:00 PM** Welcome / Review of Agenda / Declaration of Pecuniary Interest (5 min)
2. **12:05 PM** John Regan and Sue Gardner, Strategic Innovation & Economic Development (15 min)
3. **12:20 PM** OPP Report – Shauna Poulton and Year To Date Statistics (10 min)
4. **12:30 PM** Acceptance of Board Meeting Minutes – December 13, 2023 (5 min)
5. **12:35 PM** Business Arising From the Minutes (5 min)
6. **12:40 PM** Correspondence (10 min)
 - a) Letter to the Norfolk Detachment OPP re Sharing Costs for Security Cameras
 - b) Email From Joe Botscheller re Retirement From The Management Board
 - c) Email From Cam Carter re Retirement From The Management Board
 - d) Letter From the Simcoe BIA to Council re The Reduction in the Grant Request
7. **12:50 PM** Financial Report (10 min)
8. **1:00 PM** Committee Reports for Board Discussion (15 min)
 - a) Executive Committee – Met Jan. 12, 2024
 - b) Communications / Special Events – **RFP for Marketing and Digital Services**
9. **1:15 PM** Other Business / Round Table (25 min)
 - a) Update on the Simcoe BIA Budget Approval From Norfolk County
 - b) Deputation to Council In Committee January 16, 2023 – re Request for the Grant
 - c) Update on the Simcoe BIA Purchasing Policy – waiting for Norfolk County approval
 - d) Update on the installation of the Robinson St. Poles and Lights
 - e) Update on the Lights Installed on Colborne St. North
 - f) Update on Grant Applications
 - g) 2023 Budget and Projections to Year End as of December 31, 2023 - attached
 - h) Update on 2023 Total Cost of Waste Collection by the Simcoe BIA – see item 9d
 - i) Update on Information Binders for Directors Including Job Descriptions
 - j) Property Taxes Versus A Levy Applied to Not For Profit Charitable Organizations
 - k) Update on Parking Studies Completed For Downtown Simcoe – 2022 and 2023
10. **1:30 PM** Adjournment

NEXT MEETING: Wednesday February 14, 2024, at 12:00 pm

LOCATION: JK's Restaurant