



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

**DATE:** Wed. December 10, 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 November 12, 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 Tuesday December 2, 2025
  - c) Communications/Events Committee – Meeting held on Friday December 5, 2025
8. **12:50 PM** Financial Report (10 min)
  - a) Cheque Report for the Month of October and November - See attached
  - b) 2025 Budget and Projections to Year End as of November 30, 2025 - See attached
  - c) Expenditures From Reserve Funds and Special Project Funds – See attached
9. **1:00 PM** Other Business / Round Table (20 min)
  - a) 2024 Audited Financial Statements – Review and Acceptance of the Statements
  - b) Recycling for the Businesses in the BIA Area – Verbal update
  - c) Reserve Funds and Some Suggestions for the Use of the Funds – See attached
  - d) 24 Norfolk St. North, Simcoe – Verbal Update
  - e) Sponsorship for Panorama
  - f) Simcoe BIA Planning Day – Wednesday January 14, 2026 beginning at 11:30 am
  - g) Schedule of Board Meetings in 2026 – See attached
  - h) Christmas Office Closure – Monday December 22, 2025 to Friday January 2, 2026
10. **1:20 PM** Next Meeting Dates (5 min)
  - Board of Management Meeting – Wednesday January 14, 2026 – 12:00 PM
  - Beautification Committee Meeting – Tuesday January 6, 2026 – 11:30 AM
  - Communications/Events Committee Meeting – Friday January 9, 2026 – 11:30 AM
  - Executive Committee Meeting – At the Call of the Chair
11. **1:30 PM** Adjournment