



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

DATE: Wed. June 11, 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 May 14, 2025 (5 min)
5. **12:15 PM** Business Arising From The Minutes (5 min)
6. **12:20 PM** Correspondence (10 min)
 - a) Letter to Amy Fanning, Treasurer, Norfolk County, Requesting A Budget Amendment For Additional Reserve Funds for 2025 and Email Response - attached
 - b) Simcoe Heritage Friendship Festival – Request For Sponsorship – see attached letter
7. **12:30 PM** Committee Reports for Board Discussion (20 min)
 - a) Executive Committee – Did not meet
 - b) Beautification Committee – Meeting held on June 4, 2025
 - c) Communications/Events Committee – Meeting held on June 6, 2025
8. **12:50 PM** Financial Report (10 min)
 - a) Cheque Report for the Month of May - See attached
 - b) 2025 Budget and Projections to Year End as of May 31, 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 the Canada Wide BIA ShopLocal2Win Campaign – see attached email
 - d) Year to Year Comparison of Reserve Funds – See attached information
 - e) Sharing Office Space With the Simcoe & District Chamber of Commerce - Discussion
 - f) Recycling for Businesses in the BIA Area – Who is responsible for notifying the businesses of the changes?
 - g) Concerns Raised By Members Regarding Drugs, Homelessness, and Policing
10. **1:25 PM** Next Meeting Dates (5 min)
 - Board of Management Meeting – Wednesday July 9, 2025 – 12:00 PM
 - Beautification Committee Meeting – Wednesday July 2, 2025 – 12:15 PM
 - Communications/Events Committee Meeting – Friday July 4, 2025 – 11:00 AM
 - Executive Committee Meeting – At the Call of the Chair
11. **1:30 PM** Adjournment