

BOARD MEETING MINUTES | JUNE 11, 2021

LOCATION: Zoom Video + Phone DATE + TIME: Friday, June 11, 8:00am TERM: Month 10/Year 3

<https://zoom.us/j/97883933900?pwd=eXUzMVQ2YmhiV1Nkb1VlEhnbUI5UT09> Meeting ID: 978 8393 3900 | Passcode: JuneCBIA

BOARD OF DIRECTORS:

Chris Ward Nuria Julie Erin
 Lulu Kelly Christina

EX-OFFICIO SEATS: Krystal (ED) CCOC CVCAS Theatre

Meeting called to order 08:13 am

1) Consent Agenda

- May Discussion Minutes (non-quorum meeting)
- April Meeting Minutes
- Payables
- Income & Expense Statement/Balance Sheet
- Executive Directors Summary Report & timesheets

Motion to approve consent agenda: Chris, Nuria; In favour all

2) Housekeeping items

- Resignation of board member – Warren has resigned as he no longer has a business within the CBIA boundary as he has closed Askew Creek Publishing in the Public Market as of June 1st. This notice was received as of June 10, 2021.
- Confirmation of Signers – the following people are confirmed to be official signers, which is in both cheque and electronic based signatures.
Motion to approve signers as stated above: Ward, Christina; In favour all – motion now adopted
- Future meetings & times – current meeting times are not as useful for existing board members, we will need to revert back to every second Tuesday of each month 8:00 am
- Banking update – We are continuing to work with them to get the current signers on, we are now re-submitting paperwork from today's meeting to meet their revised requirements
- Baskets update – some have had watering issues that we are addressing, the rest are starting to fill out.
- Summer student details – we offered to a commerce student who applied, she has a high drive and is passionate she will
- Application for a directors seat made by: Patricia Berry from the Public Market. Background given and accepted by the board. She also a chamber board member which is great to share.
Motion to approve Patricia as a director: Lulu, Chris; In favour all
- Term planning/strategy meeting date in August: Host a coffee meet and greet on September to have an informal networking ideas and input event, with the board meeting to discuss later in September maybe the 2nd or 3rd week to review paperwork and identify opportunities.

3) Marketing Items

- Neighbourhood Good – continuing to ramp up around June 15 and layer into the entire summer for local draws, this will layer in with the summer campaign
- Summer Campaign + Kids search and find vinyl on window – summer (“GO” Antiquing, hiking, shopping, exploring, for a meal, for the weekend, for coffee, for the weekend)

Canada Day - Search and find of local landmarks will be put out, with a colouring contest, CVCAS will be having a band distanced. Victoria just cancelled their because of the residential school tragedy discovered.

Continuation of June Meeting Minutes June 11, 2021...

- Directional Signs Request – working on the remainder of this to be sent out early next week. Also looking into the muni for other signage that they are doing and the highways. Chamber is looking into making this a seaside route and we will back that should we be able to. Doug Routly can be the contract if we need it to get a better push.
- Event Sign in Park via Rotary – waiting for the lock box, the muni will pay for the map once the lock box is there.
- Maps – walking and waterwheel – this will be ready for review at the Chamber level and to get advertising next week so that we can get these out for the tourists.
- Knowledge - Social Selling for Chemainus Public Market, this will be open to other BIA members and Chambers members
- Consultations - last week and this week many things happening. One business moving, one possibly opening, one rebranding, and taking over a business who has taken a good amount of time advising them as required.

4) Misc.

- Meeting in person, this should happen for the next meetings allowing conference calls if required.
- Chamber of Commerce Update – working on the community policing and that will be in their basement if all goes well. They have gotten the seaside signage approved and will proceed with signage when able.
- Banners on the buildings: look to replace those once the student is there
- Grant – continue to look at grants including exploring the Community futures one.

5) Open Floor

- No additional items to bring to the board at this time

Meeting called to close 08:57 am

Motion to close meeting: Chris, Nuria; In favour all