

Mitchell BIA Minutes

March 5, 2014

Attendance: Jamie Huenemoerder, Gus Eyers, Doug Eidt, Nancy Dearing, Heather Bennewies, Viola Tyler, Teresa Schoonderwoerd, Cathy Bieman , Will Jacques, Steve Walkom

First order of business was about hiring a permanent secretary / helper for the BIA. This person would be required to work between 15 to 30 hrs a month for the BIA. Cathy Bieman from the PCVA suggested maybe sharing someone with the PCVA might be an idea. This person could be supervised and hired by the PCVA and the PCVA would bill out this person's time to the BIA. This way you would be insured qualified candidate and the job would become more enticing for the employee. Some of the duties of the job would be: Minutes, Agenda, Membership building, Website updates to Brent, Facebook and Twitter updates, Forward emails, help organize special events ie: Garage Sale, Corn Daze, BIA Buck, increase attendance at meetings, possibility of helping organize a Gala to celebrate businesses.

Will Jacques has offered some space at the municipal office when the person is in town to see businesses and has offered to help in any way that they can.

Cathy Bieman will set up a Mitchell BIA email account through Gmail. The New Email Address is mitchellbia2014@gmail.com, if you have events or information please send it to this new address.

Will Jacques handed out the budgets for other BIA's around the area (info attached). He suggested that we take a look at the min/max numbers, Will Jacques has offered to look into this. Steve Walkom had asked the municipality to look at the possibility of the businesses being charged a \$100.00 minimum and see if that makes a difference on the revenue numbers on the budget . The only difference was about an extra \$700.00. It was discussed that we need to increase the budget to \$20,000 for 2014. The new person hired will be instructed to try to sell more associate memberships.

A motion was made by Voila Tyler that the budget increase to \$20,000.00

Seconded by Gus Eyers

It was suggested that everyone should try to bring two people with them to the BIA meetings when possible. That way it is hopeful that it will increase the attendance at the meetings. There was a recommendation as well to have one of the businesses tell their "Story" at the meetings so people get to know all the different businesses and what they do. Another recommendation was for the BIA to send out an email blast letting people know what their accomplishments have been the last year.

Steve Walkom read a letter regarding Health and Safety- the letter is attached.

It was mentioned that all business are required to have Health and Safety training by July 1st. Nancy had mentioned that you can do the course online .

The BIA Bylaws are under review and will continue to be looked at again in a few months.

Will Jacques let the businesses know that the Accessibility Act has been released. In it states that buildings that are already built do not have to do accessibility upgrades at the moment, but if you are doing extensive renovations or building a new building then you have to follow the Accessibility Act.

We spoke about the Perth County Forbidden Ride and decided that we would have the Show and Shine on the Friday night May 23rd in Steve Walkom's parking lot across from the store. It will be closer to downtown and we can also close St. David Street as well.

Motion made by Gus Eyers that the BIA would sponsor the Forbidden Ride with a silver sponsorship level - \$350.00 cash and \$100.00 worth of BIA bucks..

Seconded by Nancy Dearing

The next BIA meeting will be April 9th 2014 at 6:15pm.

Teresa Schoonderwoerd made a motion to Adjourn the meeting.