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**Meeting Minutes**  
**Board of Management**  
April 10, 2018 @ HDTC-BIA Office 6pm

Attendance: Sgt. Jim Lynds, Nancy Lapadie, Connie Beneteau, Dave VanDamme, Courtney Wells, Heather Slater, and Clair Culliford.

Call to Order: Regrets are sent from Allison Terfloth, BJ Griffith, Jim Carrinton and Paul Shettell.

**Guest: Dave VanDamme**-Council Ward 3. Dave has an idea he would like to bring to Council that he learned about in Toronto. The presentation was on how people interact in cities. The presenter told them how they shut down Time Square in New York City. How they improved on pedestrian and bike lanes with no more vehicle traffic. The theory was "people shop, not cars". Sgt Lynds stated that 'Open Streets' tried bringing that here but it was met with lots of opposition.

**Approval of Agenda:**

*A motion for approval of the agenda was made by Nancy and second by Clair. All in favour? Yes, agenda approved.*

**Police Report** by Sgt Lynds. A hard copy was handed out. It was observed that the Downtown Chatham Centre had a decrease reports and none of them lead to criminal charges. Overall there is an increase from last year. An increase in mental health issues and a significant increase on 4<sup>th</sup> and Llewellyn Street (23).

*A motion was made to approve the police report first by Clair and second by Courtney. All in favour? Yes, report approved.*

**Business Arising from the Previous Board Meeting Minutes:** Seeing none,  
*a motion was made to approve the previous meeting minutes first by Nancy and second by Courtney. All in favour? Yes, minutes were approved.*

**Declaration of Conflict of Interest:** None

**Board Reports:**

**Downtown in the City** update (Connie). There has been some difficulty getting the committee members to a meeting. The main cheerleaders (Kim and Terri) still need to see what kind of interest is out there with the businesses participating. Kim has been in contact with Morena from the Artisan Market and they will be going around to all the businesses together so the merchants have all the information on two nights staying open at once.

**Infrastructure:** It has been confirmed by the Municipal Engineer that the remaining sidewalks downtown will be completed this year. There have been complaints about the town clock not keeping correct time. It is not in the life cycle budget at the Municipality for needed repairs. Also' another complaint about the Flags at the Cenotaph needed replacement. The Legion was called, Dave Vankestern's office was called, but no one currently has any replacement flags nor do they expect any until mid-May. Then they are handed out on a first come-first-serve bases (according to Dave Vankestern's office).

**Downtown Revitalization Project:** There was a meeting with Geoff Wright, Chatham BIA and Wallaceburg BIA and Chamber to see if there was interest in creating some downtown presentations to business owners to help out and improving our downtown. Further investigation is required with a possible survey.

**Secretary:** Clair Culliford: Correspondence – Chatham-Kent Chamber of Commerce updates on upcoming events.

**Office Update:** Connie-

**RetroFest May 25/26:** 100 cars registered to date, vendors still coming in.

New car route was put out by PSA, no negative feedback. It was recommended that we design a flier and put in all the mail boxes on the new route to encourage their family and friends to setup chairs and cheer the cars on along the route. It was also recommended that we use the new-route fliers to identify to the River Road residence that the route will not be going down that route. Maps and posters are being developed by Abstract Marketing. Sliders and street banners have already been put up.

**Artisan Market July 20:** The original concept has evolved significantly since the first meeting. Originally it looked like a Farmer's Market, then an Artisan Market, now it seems to focus on the **ARTcrawl with a Lawn Summer Nights and shop at the 'Strip-mall'**. The ARTcrawl starts at the Library and crawls downtown to interested open businesses. Then over the walking bridge where the Lawn Summer Nights will be happening (fundraiser benefiting Cystic Fibrosis Canada). Also, in Tecumseh Park will be vendors (vendors with more of a unique artistic flair). The Cultural Centre will be open (with alcoholic beverages and music).

**Advertising Updates:**

Nancy- CK Radio has been completed and will be aired shortly before RetroFest.

Connie - Chatham Voice: For a full page, The HDTC-BIA as a NFP gets a cheaper rate than a regular business would. So, we are offering to take on a full-page ad and sell the sections to the businesses at a fraction of the cost. We currently are looking at specific events to work around: Mother's Day; Father's Day; Artisan Market; Downtown in the City; Santa Claus Parade and RetroFest will be separate.

**Treasurer:** A hardcopy of the budget income / expenses to date were reviewed. Only question was the line item 'beautification', we purchase the plaque for a bench that went missing after the benches were repaired and painted. The discussion on the condition of the refurbished benches. This winter was really hard on the benches and they appear worst now then when we got them fixed. We will look at trying to repair them ourselves, hopefully before RetroFest.

**MCK Representative:** N/A

*A motion was made to approve the board reports first by Courtney and second by Clair. All in favour? Yes, reports were approved.*

**New Business:** Resignation: Heather Woodhouse from Apollo is no longer able to come to the meetings and therefore will no longer be on the Board of Management for the HDTC-BIA

*Seeing no other new business, a motion was made to adjourn the meeting first by Clair and second by Nancy*

**Meeting Adjourned.** Next meeting: May 8, 2018

**Chairs Signature:**



**Secretary Signature:**

