

MINUTES

Durham Improvement Area Exec. Meeting
Held on Sept. 15, 2022 at 6:00pm.
@ CoOperators Insurance office

Present: Steve Morel, Kate Coburn, Tim Dyck, Susan Tremble, Doug Hutchinson, Connie MacEwan

Via Telephone: Kathy Chiu

Regrets: Nereda Manion

Call to Order

The Exec. called the meeting to order at 6:04 pm.

1. **Call to Order**
2. **Approval of Minutes**

Connie made a motion to approve previous minutes, Tim Seconded the motion, approved.

3. **Homecoming Bars**

Tim reported that it will be \$240.00 to relabel the Homecoming chocolate Bars – Susan made a motion to approve the “relabel” Kate seconded the motion, approved.

- 4 **Brochures**

Tim requested/made a motion to reach out to Ellen at “tech 360” to quote the brochures, that way they will have access to all Photos and use same font and style as they used when creating the website. Capped to spend \$1,000.00 Seconded by Connie, approved.

Anything above the \$1,000.00 will need to be revisited at the next meeting.

- 5 **Homecoming Bows**

Susan looked after taking down all the homecoming bows.

- 6 **Halloween Event**

West Grey is planning a Halloween Event as per Kodey’s email.

Steve did send out an email asking businesses if they want to participate in decorating store fronts and handing out candy on the Sat. before

Halloween to coincide with the West Grey event. He had no response. He will create a poster to be handed out to businesses inviting them to participate. Susan and Connie will pass them out to businesses. Steve will also create a poster for participating business to display in their windows so children know which businesses are participating.

BIA will set up 2-3 white tents as a walkway tunnel to the downtown core, Kate, Steve and Tim will create a “tunnel of fear” to encourage kids to come down main street.

Steve will confirm with Kodey the path/direction of the Event.

Finances

7. **Finances**

Kathy gave an abbreviated finance report \$16,600.67 in the general account.

Kathy is going to update a few of the lines in the budget and will have a detailed report for the next meeting.

New Business

Connie wanted to decorate the downtown for Fall. She suggested corn stalks with two bows every other pole. Durham Florist did not have any Fall ribbon, Eckhardt's did have two options. Wider orange ribbon was \$400.00ish for bows and the orange/yellow plaid ribbon was \$200.00 ish for bows. Would need approximately 30 bows. Connie made a motion to purchase the orange/yellow plaid ribbon and she will get volunteers to help her put up the decorations. All were in favour.

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Adjournment

Meeting adjournment @ 7:20 – Kate made the motion to adjourn, seconded by Connie approved