



**Downtown
Kitchener
Business
Improvement
Area**

Board of Directors Meeting
 Wednesday, September 25, 2024
 8:30 a.m. – 11:30 a.m.
 Downtown Kitchener BIA Office
 260 King Street West, Suite 300

Board Package Documents:

- Agenda
- Motion Package
- Minutes: June 26, 2024
- Q2 Financial Report
- Gospel Blues Breakfast
- Dia De Los Muertos
- Board Training Refresh
- Downtown Entertainment, Arts and Culture Market Scan
- 2025 Draft Operating Budget
- Town Hall Preparation

AGENDA

Time	Topic	Lead/Expectation on Board
8:30 a.m.	Call to order and Introductions	Darryl Moore Motion
8:32 a.m.	Approval of Agenda	Darryl Moore Motion
8:33 a.m.	Approval of Minutes	Darryl Moore Motion
8:35 a.m.	Waterloo Regional Police Services	Cst. Lee Elliott and/or Cst. James Mitchell Information
8:45 a.m.	Q2 Financial Report	Phong Tran Information, Discussion, Motion
8:55 a.m.	Gospel Blues Breakfast	Linda Jutzi Information, Discussion
9:05 a.m.	Kitchener-Waterloo Oktoberfest	Tracy Van Kalsbeek Information, Discussion
9:15 a.m.	Dia De Los Muertos	Arnold Yescas Information
9:20 a.m.	Board Training/Governance Refresh	Julie Phillips and Linda Jutzi Information, Discussion
9:30 a.m.	Downtown Entertainment, Arts and Culture Market Scan	Linda Jutzi Information, Discussion
9:40 a.m.	<i>Quick Break</i>	
9:50 a.m.	2025 Draft Operating Budget	Linda Jutzi Information, Discussion, Motion
11:25 a.m.	Town Hall Preparation	Linda Jutzi Information, Discussion
11:30 a.m.	Adjourn Meeting	Darryl Moore Motion

The City of Kitchener is required to keep a registry of all conflicts from Members of Council and local boards, such as the Downtown Kitchener BIA. Should a Director declare a conflict before and/or after the Board Meeting, they are required to complete the form located using the link above. When selecting a meeting, please click "Other" and put the Downtown Kitchener BIA in the "Subject Matter" field.