



September 26, 2018
8:30 a.m. – 10:30 a.m.
City of Kitchener
200 King Street West
Conestoga Room

BOARD OF DIRECTORS • MEETING MINUTES

Present: Linda Jutzi, Darryl Moore, Erika Holenski, Councillor Frank Etherington, Shirley Madill, Hilary Abel, Meaghan Hawkins, Cara Watson, Michael Rederer, Councillor Sarah Marsh, Julie Phillips.

Regrets: Cst. James Mitchell, Phong Tran, Kyle Cleaver, Robert Nyman, Mayor Berry Vrbanovic, Cory Bluhm.

Guests: Dahron Blair, Candice Faul, Craig Haney, Victoria Kent.

Recorder: Stefanie Golling

The meeting began at 8:35 a.m., with Darryl Moore as Chair.

APPROVAL OF AGENDA/DECLARATION OF CONFLICTS

Moved by Councillor Sarah Marsh, seconded by Erika Holenski

“That the Board approve the September 26, 2018 meeting agenda with edits as outlined.”

Carried Unanimously

No conflict of interest was declared by any member of the Board at this time.

APPROVAL OF MINUTES

Moved by Michael Rederer, seconded by Cara Watson

“That the Board approve the July 25, 2018 meeting minutes with edits as outlined.”

Carried Unanimously

APPROVAL OF FINANCIALS

Linda Jutzi advised that the finances are on track, noting an underspend within the “Keeping Downtown Clean” line item. These dollars will be documented and placed into a reserve at the end of the year.

Moved by Michael Rederer, seconded by Erika Holenski

“That the Board approve the July 2018 Financial Statements.”

Carried Unanimously

Moved by Cara Watson, seconded by Michael Rederer

“That the Board approve the August 2018 Financial Statements.”

Carried Unanimously

Stefanie Golling left the meeting (8:45 a.m.)

STAFF UPDATES

Linda Jutzi provided a staff update.

Julie Phillips joined the meeting at (8:48 a.m.)

Stefanie Golling returned to the meeting (8:49 a.m.)

OVERVIEW OF REPORTS

BLUES FESTIVAL

Linda Jutzi provided an overview of the Blues Festival. It was noted that attendance appeared to be down from previous years.

Darryl Moore shared his experience volunteering for the Gospel Blues Pancake Breakfast; explaining it was one of the better 'feel good things' the BIA does.

Action item: Linda Jutzi to investigate the cost breakdown of 12 Bar Blues for future years.

Action item: Along with the Blues Festival, Linda Jutzi to begin looking at new potential ways to cut costs for the pancake breakfast.

MURAL PROGRAM

Linda Jutzi shared the status of the ART**SEE**URBAN Mural Program.

Guest, Victoria Kent inquired if the BIA was required to follow the same approval process as the City of Kitchener for mural installations. Ms. Jutzi noted that the staff worked with the Coordinator of Arts and Culture, and the Manager of Transportation and Planning to streamline the process, and ensure all appropriate procedures were followed. Both Hilary Abel and Shirley Madill provided clarification on the Public Art Working Group Ms. Kent was referring to.

Ms. Abel noted that since the launch of *Love My Hood*, several new projects have popped up throughout the City. The City of Kitchener is looking at how to refine this process for the future.

HORTICULTURAL PROGRAM

Linda Jutzi provided a summary of the dollars spent on landscaping throughout the downtown. Erika Holenski observed that this year's flowers were bright and beautiful; Councillor Sarah Marsh also added that they were very lush.

Ms. Jutzi shared that over the past few years she had received feedback from the membership that they did not feel they were receiving the value being spent on flowers. Ms. Jutzi addressed this with Cory Bluhm and received feedback that the horticultural department would make changes. Hilary Abel confirmed that the Horticultural department was able to plant a variety of mature flowers this year. Ms. Jutzi confirmed that the plantings this year were a big improvement.

Ms. Jutzi also noted that she would like to see the City of Kitchener match the BIA's Horticultural investment. Ms. Abel shared that the City invested an additional \$5,000 into planting of mature flowers this year, and the figures shared do not include the additional money to maintain up to Oktoberfest and beyond. Any additional planting will be covered by the City.

OKTOBERFEST PROGRAMMING

Linda Jutzi provided an overview of the upcoming Oktoberfest Festivities, and how they will reach our strategic priorities. Ms. Jutzi encouraged Board Directors to attend the event and provide feedback on their experience.

Councillor Sarah Marsh inquired if the landscape of Rogers Hometown Hockey has been modified. Ms. Jutzi explained the updates being made, anticipated impacts to the membership and how Rogers Hometown Hockey is trying to adapt their setup to collaborate with Oktoberfest. Given sponsors of Rogers Hometown Hockey will be giving away samples, Councillor Marsh believes we should be notifying members of this.

Hilary Abel shared that Economic Development, in partnership with Communitech will be hosting a forum at the Conrad Centre. This forum will be highly publicized to the start-up community, but anyone is welcome to attend. The program is set to take place on Saturday October 6th from 11:00am to 3:00pm. Special Event Manager for the City of Kitchener, Jeff Young is the lead contact.

Action item: Hilary Abel to share details of program with BIA staff for circulation to the Board of Directors.

Action item: BIA Staff to share information on Rogers Hometown Hockey once received.

Dahron Blair, Candice Faul, Craig Haney and Victoria Kent left the meeting (9:29 a.m.)

IN-CAMERA

Moved by Julie Phillips, seconded by Erika Holenski

“That the Board enter an in-camera session.”

Carried Unanimously

Michael Rederer left the meeting (9:51 a.m.)

Stefanie Golling left the meeting (10:10 a.m.)

Stefanie Golling joined the meeting (10:17 a.m.)

Stefanie Golling and Linda Jutzi left the meeting (10:18 a.m.)

Hilary Abel left the meeting (10:20 a.m.)

Moved by Darryl Moore, seconded by Frank Etherington

“That the Board leave the in-camera session.”

Carried Unanimously

ADJOURNMENT

Moved by Erika Holenski, seconded by Sarah Marsh

“That the meeting adjourn.”

Carried Unanimously