



Minutes of the Board of Directors Meeting October 30, 2018 Wave Cycle Boardroom

Call to Order: Meeting was called to order by Leigh Morrison

Welcome

Attendance: All present except for regrets

Regrets: Dave Reid / Mark Paish

Approval of Agenda: Jason / Erik

Approval of Previous Minutes: Erik / Wade

Treasurer's Report

- (Zach for Mark): Gave a brief update. KBC is on budget. Approximately 50% of the budget has been spent.

Façade Chair Report ...

- Jason updated the Board that six projects have been completed and we are waiting for four more projects to submit their final invoices
- At this time, the Façade Budget has a surplus of funds
- It was agreed that firmer deadlines are needed for Phase Four

Events Chair Report ...

- (Wendalynn for Dave): Gave a brief update on the remaining events for 2018. "WIN-ter Wonderland" (under way), "Torchlight Parade", "Jolly Holly Decorating Contest" (Dave White Trophy) plus Harvest Festival.

Recommendation: Discussion around the Multicultural Fair tabled until next month when Dave will be at the meeting

Action: Wendalynn to contact Bridget Havercroft regarding taking photos of the downtown windows

BDO Report ...

- Zach has spent most of his time focused on Devour! Kentville / LUB & MPS review & survey / bringing the KBC financials up to date.

Agenda: Business Arising from the Minutes

Façade Program:

Update on Façade Manual

The Façade Committee met and will continue to update the manual to more accurately reflect the needs of the downtown business community. At this point in time, the Phase #4 dates are undecided.

Recommendation: The Façade Committee to meet again in the near future.

Special Projects Funding

Zach proposed that \$5,000 of the optional \$25,000 be allocated to "Special Projects" each year for the next two years.

Recommendation: To keep that allocation within the Façade Program budget for now, rather than create a Special Projects account.

LUB & MPS

Recommendation: KBC Board wants to work alongside the Planning Dept. with regards to the enforcement process.

Recommendation: Further discussion for the next Brain Storming Session

Action: Gary Morse to craft a letter of support for the R2 Zoning, in time for the November CAC

Advocacy Statement

Zach and Wendalynn crafted a KBC Advocacy Statement which was approved by the Board

Action: To send it out to the businesses via our Newsletter, and to get it up on the website.

Devour! Kentville

Zach gave an update regarding the marketing and financial aspects of having participated in this event.

Agenda: New Business

- Lindsay handed around an "Enforcement" survey for the Board to fill out.
- Circulation of Minutes
 - **Action:** to post the minutes on the website, as they are approved.
- Strategic Plan Review
 - **Recommendation:** tabled until the November board meeting

Meeting adjourned

Next meeting:

Tuesday, November 27th