



**Minutes of the Board of Directors Meeting  
March 26, 2019  
Wave Cycle Board Room 4:30 – 5:53**

**Called to order:** by Wade

**Attendance:** Mark, Wade, Jason, Gary M, Erik, Lenn, Zach

**Regrets:** Robin, Lindsay, Courtney, Leigh, Paul

**Approval of agenda:** Jason, second Eric

**Approval of previous minutes:** Jason, second Mark

**Treasurers Report:** Little change from last month.

Motion to approve treasurers report by Mark, second Len.

**Façade Program:** Last of the applications have been submitted, looking at adding Murals to the program in a larger degree, particularly for the mural at Main Street Station. Façade Meeting up coming to make final approvals.

**Events Committee: Erik Deal** Still looking into doing a fashion show at Main Street Station. Working with Liz (LIV) to develop a potential plan for event.

Multicultural Festival has Genevieve organizing this for us at a cost of \$3000.00. She will also organize a template going forward to make it easier for someone else to step in

Had a meeting with Zach and Rachel from the rec dept about the Canada Cup bike race second weekend in August. An All Wheels Challenge event for the downtown for the Friday night. Looking at ways that we can support this event in some manner. We talked about double dipping if the town is a big sponsor of this event we should not be.

**BDO Report: Zach** Mostly this past week working on getting grant applications in for the Multi Cultrual Fair. Renewed our membership with AVCC. Made some updates to website, business contact page, and an accessibility page. Created a membership form. Year in review letter in progress. Couple of new stores coming in, book store and possible used clothing



## **Business arising from the minutes:**

**Strategic Planning Session review / 2019 Draft Strategic Plan:** Discussion around strategic planning session and creating Draft Strategic Plan for 2019. Agreed to plan a separate meeting to thoroughly go over all discussion points from session and assemble draft strategic plan to bring back to April board meeting.

## **New Business:**

**Special Project Update – Town Square Gazebo:** Town Council has motioned to go forward with the electrical upgrades to the Town Square Gazebo within the 2018-2019 budget. Council has sent letter of thanks to KBC for bringing this forward.

**2019/2020 Draft Budget:** Budget discussion for 2019 -2020 budget, this budget is balanced by capping façade program spending at \$25,000 and budgeting all optional funding for events/special projects.

Motion to approve by Eric second by Gary.

## **Board Meeting/Procedure Recommendations:**

Change board meeting procedure to allow approval of all primary reports (treasurer, façade, events, BDO) without reading through each report during board meeting. All board meeting materials will be sent out no later than the Thursday before a Tuesday Board Meeting to ensure all board members have a chance to read through materials.

Plan an Executive/Committee Chair meeting two weeks prior to each board meeting to replace brainstorming sessions.

Motion to approve changes by Wade second Eric.

## **Correspondence**

Seamus McClare - Heritage and Modern Living in Kentville: The board read and discussed a letter from Seamus regarding several ideas for Downtown Kentville. Including: Kentville Farmers Market, Storefront Canopies, importance of heritage & modern living, promoting certain buildings as commercial and professional centres.

## **In Camera Session – Human Resources**

**Meeting adjourned:** 5:53pm