

**Trenton DBIA**  
**Monthly Board Meetings**  
October 17,2017

**I. Call to order:**

Angela Wildish called to order the regular meeting of the Trenton DBIA at 6pm on October 17, 2017 at 6pm Dundas Street West, Trenton On.

**II. Role Call**

**The following persons were present:** Lisa Kuypers, Angela Wildish, Lily Peddelston, Bob Wannamaker, Carrie Parkhurst, Kristina Walt, Samantha Reichert, Mari Collins Anita devries Non-Board member, Liz Garrett

**Absent:** None

**III. Declaration/Conflict of Interest:** None

**IV. Approval of Agenda:** Motion made by Samantha, seconded by Lily/ motion carried

**V. Approval of Minutes from October 17, 2017:**  
**motion made by Lily, seconded by Carrie/motion Carried**

**VI. Open Issues**

**a. Business Arising from Minutes :**

**b. ED Accountability/Operational Plan and Performance Plan:**

- Question was put out about changing the name of Festival by the Bay back to Trenton Sidewalk Sale – after discussion it was decided the Festival stay the same, as “sidewalk sale” is one component and there are other components now as well-( cigar boat races) dragon boat, street dance etc
- In Office- VON raffle
- In Office- Quinte West – Salvation Army- Adopt a child Program
- Ad (writing under 500 words) in Trentonian each month-originally to be done by chair person-being done by Liz and approved by Lisa. An example was printed off for us all to view at the meeting. A lot of material can be shared in 500 words, very beneficial

**Round table**

- Date of Festival 2018?- July 19-21-always held on the third weekend of July. Conflict with Big Bands-Bob will have it changed
- Robert MacLellan- won the scavenger Hunt for the boaters during the festival-he is from out of town
- Quinte Canadian Film Fest- great venue-

- Night Time Vendors- Farmers Market Organize ?- this may not work based on “Ontario Only Products”

Strategic Plan-Discussion on how things are working within the DBIA according to the what we have learned through Sandi Humphries(Strategic Planner)-keeping in mind that hers is a guideline we have chosen to follow, however can be changed as we all see fit as we go along. It is a learning experience for us all and communication is key as we all learn together. The board is there for a purpose as is the ED – job descriptions will need to be looked at – Sandi had the job descriptions in our Strategic Plan however we have our job descriptions in the constitution-

Motion to review all DBIA job descriptions from policy manual and constitution- Kristina Walt, seconded by Carrie Parkhurst motion Carried

Angela and Samantha will look these over and present to us at our November Meeting to look over together

c. **Treasures Report:** none at this time

#### **VII. New Business/Round Table:**

-Discussion- it was agreed that the board should be able to speak up and speak out with respect but that they all need to have input in the goings on of our town. We need to learn to be comfortable in communicating with each other, and “agree to disagree”

Templates will be worked on once the 2018 plan is put in place- where all information will be easily accessible for all and make planning and assessment easier for the board and the ED-this will need Lisa input as she knows the ins and outs of each event

November meeting will not be a regular meeting- we will be working on the job descriptions and the Strat Plan.

Next Meeting: November 21, 2017 6 pm