

# Trenton DBIA – Agenda: Board of Management Meeting

6 Dundas St. W. Trenton Ontario

Thursday, May 30, 2024 – Social: 5:00pm / Meeting: 5:30pm



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## Agenda

1. Welcome and Call to Order
2. Roll Call
3. Adoption of Current Agenda / Outline of New Business
4. Approval of Minutes from previous Meeting
5. Treasures Report:
  - Payouts
  - Electrical Safety Authority \$344.65 - Festival Permit
  - Digital Underground \$1394.37 - Printer Ink
  - Willow Publishing \$271.20 - Sign Removal
  - Annette Marr \$16.80 - Digital Main St. Mileage
  - Mr. Squeezie \$50.00 - Refund for Festival - He paid the previous year's amount.
  - Credit Card Office Supplies , Beautification, AGM \$989.76
  - Deposits,
  - All Festival on the Bay \$1,780.00
6. ED Report:
  - Please approve the attached received April 26 2024 Audit from Matt Hodge. (Board Members only)
    - Please request a copy if you would like one.
  - I participated in the OBIAA conference. It was fantastic networking with fellow peers and discussing issues that are quite similar to ours. I enjoyed the sessions I attended, Welcome to Mississauga reception, speaker Dave Meslin, BIA staff session, Hands & Feet of Operations and How To Save a Buck, The Myth of Parking and Main Street Revitalization, and ChatGPT & AI, . The one that stood out the most was a session about ChatGPT and all of its uses.

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- I'm asking for a new laptop. The one we've had for seven years is extremely sluggish, taking up to half an hour to boot up.
- I will be away for the June 19th board meeting.
- Jason from Riverside Music was in to see me after the AGM to check to make sure how I was after the AGM meeting as he heard I was yelled, cursed and bullied at the meeting. I also received several calls and messages on messenger.
- The DBIA received substantial feedback regarding a member who displayed assertiveness, disrupted their proceedings, and demonstrated unprofessional conduct regarding the signing of a petition for the Festival on the Bay.
- Magic Moon update:
  - The Magic Moon events will mirror last year's setup. Currently, we have 15 vendors, three more than last year.
- Festival Update:
  - 24 retail vendors that are not DBIA stakeholders / 4 food vendors that are not DBIA stakeholders.
  - I'm seeking confirmation on the predetermined expenditure for the Festival on the Bay, as we're currently exceeding the approved budget.
  - McDougal Insurance is asking for a \$2 million liability insurance coverage for all participants on the street during the Festival on the Bay. Ryan already has been in to question it. I have asked McDougal send write me a comment to have in the next newsletter.
  - We have some vendors only coming on Friday Saturday and some Vendors coming on Thursday Friday Saturday. Some vendors are coming for free and others are coming for \$150.00
- Members of the Board of Directors must inform the chair if they plan to reach out to specific community partners regarding DBIA business.
- I've been maintaining a daily work log, ensuring to take my half-hour lunch break, and I'll be logging all additional DBIA-related activities as lieu time, which I hadn't always done before.
- Annette is also keeping a log of her work and has accrued 23.5 lieu hours so far, and she'll accumulate more due to my upcoming vacation next week.

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- We've initiated a daily log record of individuals visiting the office.
  - Meetings attended; CIP afternoon session, Chamber mixer, monthly meeting with the Chamber and the City, Meeting with Rebecca Cotter and Linda Lisle from the City, Side Hustle Meeting, 3 OBIAA meetings.
  - A number of forms have been added to the DBIA website that you can access and print. You can find the forms on the “DBIA Board and Minutes” page, or you can link to the page [[HERE](#)].
7. New Business / Public Input (Please Note: no “Board Meeting – Public Input Forms” were submitted)
8. Adjournment and thank you for attending
- Next Board Meeting to be determined.