

Trenton DBIA – Board of Management Meeting

Trenton DBIA Office: 6 Dundas St. W. Trenton Ontario

Wednesday, October 23, 2024 @ 5:30 p.m.



Meeting Minutes

1. Welcome and Call to Order

Time:

2. Roll Call

Present: Zack Card, Shelley Stedall, Abby Hare, Krystal Turrcote

Absent: Suzanne Andrews

Public: Lily Peddelston, Carrie Parkhurst, Ryan O'Shaughnessy, Adam Bridge, Megan Lawrence, and Amy Clark

3. Declarations of conflict of interest

- Lisa Kuypers Schroedter for closed door session

4. Approval Of Agenda

Motion: Zack

Seconded: Abby

All in favor: All

Moved: Yes

5. Approval Of Minutes (from previous meeting)

Motion: Zack

Seconded: Abby

All in favor: All

Moved: Yes

6. In Camera

- 5:25pm – 6:28pm

7. Treasures Report

- Moved to next meeting

Trenton DBIA – Board of Management Meeting

Trenton DBIA Office: 6 Dundas St. W. Trenton Ontario

Wednesday, October 23, 2024 @ 5:30 p.m.



8. Public Portion

- New DBIA Chair: Suzanne Andrews
- New Vice Chair: Shelley Stedall
- Board vacancies to be discussed at the November meeting
- ACTION: 2025 Budget: Lisa to present the proposed budget at the November meeting
- ACTION: STRAT questionnaire: Lisa to follow up with members to complete the form
- ACTION: Human resources outsourcing to be followed up by Zack Card
- 2025 proposed budget to be presented at the DBIA AGM (date to be set for late February)
- New office digital services to be added to the 2025 budget for approval
- City to respond to board's questions regarding support for winter trough planters
- Policies and procedures to be established for the DBIA Facebook group page
- ACTION: Zack and Abby tasked to bring back ideas in the FB group moderation item
- ACTION: Lisa to inquire about Governance training and related Policies and Procedures costs for membership
- ACTION: Lisa to report on the rental lease increase
- ACTION: Lisa to follow up with the DBIA membership to fill out STRAT questionnaire

9. ED Report

- ACTION: Lisa to follow up with Parks and Recreation regarding flower care for September
- ACTION: Lisa to contact the non-DBIA events committee to request a board representative join their committee
- Lisa to take holidays from October 28 to November 1 and from November 19 to December 3rd

Motion: Zack

Seconded: Abby

All in favor: All

Moved: Yes

10. New Business / Public Input:

- Adam Bridge – Follow up to his September board meeting attendance
- Ryan O'Shaughnessy – did not fill out a public input for but was granted time to speak by the board.

Trenton DBIA – Board of Management Meeting

Trenton DBIA Office: 6 Dundas St. W. Trenton Ontario

Wednesday, October 23, 2024 @ 5:30 p.m.



11. Adjournment

Motion: Zack

Seconded: Abby

All in favor: All

Moved: Yes

Time: 8:38 p.m.

12. Next Board Meeting

Date & Time: December 9, 2024 at 5:30 p.m. (Location: Trenton DBIA office)

DRAFT