

**Board of Directors Special Meeting Minutes
Downtown Prince George Business Improvement Association
Approved – August 17, 2016**



Tuesday June 28, 2016 - 12:00 noon

Downtown Prince George Boardroom - 1406 2nd Avenue

Attendees: Valerie Eberherr, Eoin Foley, Kelly Green, Rod Holmes, Philip Myatovic, Janelle Smith, Simon Yu
 Chairing: Eoin Foley, President
 Regrets: David Hillhouse, Ross Birchall, Kirk Gable
 Absent: Linda Allen
 Notation: Colleen Van Mook

MINUTES:

Item	Topic
1	Call to Order Eoin Foley, President called the meeting to order at 12:05pm
2	Additions to the Agenda Adoption of the Agenda Quorum not present. No additions to the agenda. No formal adoption of agenda.
3	Introduction of Board Members Roundtable introductions from those present. Eoin provided overview of the Downtown Prince George organization, including governance structure, programs and services.
4	Election of Officers Eoin will let his name stand for President, Kirk will let his name stand for Vice-President and Derek will let his name stand for Treasurer. The position of Secretary is currently vacant. Rod Holmes arrives and makes quorum for the meeting. (Seven Board Members in attendance) Motion: <i>“That Janelle Smith be nominated for the position of Secretary”</i> Janelle accepts the nomination. Moved by: Simon Yu Seconded by: Kelly Green All in Favour: Yes Motion: <i>“That all the incumbents be re-elected into the remaining Executive positions”</i> Moved by: Rod Holmes Seconded by: Simon Yu All in Favour: Yes
5	Committee Appointments Kelly Green will continue as Chair of the Events & Promotions Committee. Ross Birchall will continue as the Business Development Task Force Committee Chair. Eoin Foley will continue as chair for the Beautification Committee. New Board members are invited to attend upcoming committee meetings to better understand which committees they would wish to participate in. Committees can adjust their meeting schedules to suit the needs of the group.
6	Review Meeting Schedule The meeting calendar was reviewed with discussion about the best dates for future Board Meetings. Eoin suggested that the Governance Committee review the schedule and make its recommendation to the Board.

<p>7</p>	<p>New Business Downtown Banner Proposal: Colleen introduced the Downtown Banner Proposal proposing a partnership with the City of Prince George and the Downtown Rotary. Motion: <i>“That Downtown Prince George Partner with the City of Prince George and the Rotary Club of Prince George, to place longer lasting, branded banners on 3rd Avenue and on George Street.”</i> Moved by: Janelle Smith Seconded by: Valerie Eberherr All in Favour: Yes Other: General discussion about the organization arising from new board member questions and suggestions.</p>
<p>8</p>	<p>Adjourn Moved by: Rod Holmes Seconded by: Simon Yu All in Favour: Yes Meeting adjourned at 1:00pm</p>

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