



Board of Directors Meeting Minutes

Wednesday December 13, 2017 – COMMUNITY FUTURES Training Room – 1566 7th Avenue

Attendees: D. Hillhouse, P. Myatovic, M. Barcellos, C. Van Mook, A. Rubadeau, R. Holmes, E. Hummel, V. Eberherr, D. Wasanik, J. Smith

Chairing: Eoin Foley, President

Regrets: Cindi Pohl, Simon Yu, Derek Dougherty, R. Birchall

Absent: K. Gable

Notation: J. Smith

1. Call to Order at 12:02PM

2. Adoption of Agenda

“That the meeting agenda be accepted as presented”.

Motion: D. Hillhouse Second: P. Myatovic Carried Yes

Addition to new business discussions:

- Micro Grant Program – D. Hillhouse
- New Downtown Condo Development - P. Myatovic

3. Adoption of Minutes

“That the Minutes of the November 8, 2017 meeting be approved as amended.”

Motion: D. Hillhouse Second: J. Smith Carried: Yes

4. Financial Statements /Invoices for Approval

“That the financial statements be accepted as presented”.

Motion: D. Hillhouse Second: V. Eberherr Carried: Yes

“That the Revised 2018 Provisional Budget Proposal be accepted as presented”.

Motion: R. Holmes Second: V. Eberherr Carried: Yes

5. Ratification of Email Votes

“That the motion conducted and carried out by email on November 21, 2017 7, for the 2017 Micro Event Grant Application from Rusty Gate, be ratified.”

“That the motion conducted and carried out by email on November 21, 2017 7, for the 2017 Micro Event Grant Application from Chinook Yoga, be ratified.”

“That the Board approves the My Downtown Event Micro Grant Application submitted by Homework for the maximum amount of \$500, to be reimbursed upon completion of the project and once proof of payments are provided.”

Motion: R. Holmes

Second: J. Smith

Carried: Yes

Open discussion around the micro grant and business contributing a percentage of the funds to the cost.

“That the micro grant rules be changed so that the business contributes 25% of the cost of the project with the DBIA paying 75% up to \$500.00.

Motion: D. Hillhouse

Second: R. Holmes

Carried: Yes

2nd Motion:

“To table the above motion to the next board meeting in February 2018, where the staff will compile a report on results of the 2017 pilot program and recommendations for the future.

Motion: P. Myatovic

Second: R. Holmes

Carried: Yes

6. Ex-Officio Reports

City PG - M. Barcellos

Provided the group with the highlights presentation by the Mayor & City Manager at the December 12th Chamber luncheon. Very detailed and interesting numbers were made available through a recent study of the economic impact of the Prince George Conference and Civic Centre. Melissa shared some of the various findings. This study is available for public review and can be requested through Economic Development.

City PG - D. Wasnik

Confirmed that the recently announced downtown condo project is preparing to get started. A partner agreement with the developer is being presented to Council on Monday December 18th. The plans include 4 buildings, totaling 150 condo units. The 1st phase to begin in April 2018.

Discussion around the impact to the Farmers Market and that they are searching for a new indoor space. They would require approx. 8,000 square feet for their Saturday indoor market.

Tourism PG – E. Hummel

Tourism has a Christmas give-away on facebook. Promoting the partners who are supplying the prizes. Geared around things to do in and around Prince George area. Great prizes available.

7 & 8. Consent Agenda

“That the Consent Agenda be received.”

Motion: J. Smith

Second: V. Eberherr

Carried Yes

9. New Business:

My Downtown Program & Enhanced Clean Team Program

the CPG did not accept the proposal put forward by Downtown Prince George. We will continue to support the current project. The 2018 budget provides some additional funding should we decided to grow our specific program.

Bylaw Levy Renewal Timelines

We are on track to with regards to the Council process for our Levy Bylaw Renewal. The timelines are included in the meeting agenda package. Results will be determined at the March 12, 2018 meeting.

10. 2018 Working Calendar and Next Meetings

Colleen reviewed the proposed 2018 Calendar which reflects one less committee (Events & Promotions)

- Board Meetings will take place 5 times per year – AGM will take place in May
- Beautification & Business Development will meet 5 times per year.
- The updated and approved calendar will be distributed to all Board Members.

Next board meeting February 7, 2018.

11. In Camera

At 1:18pm

12. Adjourn at

“That the meeting be adjourned”.

Motion:

Second:

Carried

Meeting was adjourned at 1:24PM