

Downtown Elmira BIA Board

Meeting Agenda

Date: 3 March, 2025

Time: 6:30 p.m.

Location: Township of Woolwich, 24 Church Street West, Elmira, ON N3B 2Z6, Dodie Hummel boardroom & MS Teams

1. Call to Order

2. Land Acknowledgment

3. Delegates

2.1. None

4. Approval of Minutes

4.1. Approval of January 8th, 2025 meeting minutes

5. New Business

5.1. Administration

5.1.1. *New Program Coordinator update (Dana)*

5.1.2. *Additional Board Members/Recruitment (Dana, Nathan)*

5.1.3. *Township Response to Tariffs - Call on BIAs (Nathan)*

5.1.4. *Naide Update (Nathan)*

5.1.5. *Budget/Fiscal Year Discussion (Dana, Nathan)*

5.2. Beautification

5.2.1. *Mural Discussion (Dana)*

5.2.2. *Banners Update (Dana)*

5.2.3. *Arthur Street Project Update and Proposal for Upcoming Presentation (Nathan)*

5.3. Promotion, Advertising & Marketing

5.5.1. *Updates (Marlow)*

5.5.2. *Maple Syrup Festival Connection (Marlow/Dana)*

5.5.3. *Ontario 360 Tours x Elmira Maple Syrup Festival Collaboration*

6. Other Business

6.1. **Upcoming Audit (Dana)**

6.2. **Woolwich Pride**

6.3. **Meeting Schedules and Meeting Format**

7. Township Update (Kurtis Wells)

7.1. **Township of Woolwich Mixed Use Urban Design Guidelines - Stakeholder Consultation update**

8. Financials

8.1. **AGM Update**

8.1.1. *January 21, 2025 AGM Update (Dana)*

8.2. **Budget Review and Monthly Transaction Approval**

8.3. *Budget to review*

9. Next Meeting

9.1. **Monday, April 7th at Woolwich Township**

10. Meeting Adjournment