



DOWNTOWN ORILLIA MANAGEMENT BOARD MINUTES

**Minutes of the electronic meeting of the Downtown Orillia Management Board,
August 18, 2020 at 6:00 p.m.**

Present: Michael Knight, Chair
Al Wallace, Treasurer
Ron Spencer
Councillor Rob Kloostra
Paulo Guilherme

Absent: Michael Fredson, Vice Chair
Nancy Nevala

Also Present: Lisa Thomson-Roop, Manager
Samantha Yandt, Events & Marketing Coordinator

Call to Order

The meeting was called to order at 6:23 p.m.

Approval of Agenda

Moved by Spencer, seconded by Kloostra:

THAT the agenda for the Downtown Orillia Management Board meeting held on August 18, 2020 be approved as distributed.

Carried.

Disclosure of Interest

None Declared.

Deputations

There were no deputations.

Minutes

1. July 21, 2020

Moved by Guilherme, seconded by Wallace:

THAT the minutes of the Downtown Orillia Management Board meeting held on July 21, 2020 be adopted, having been printed and distributed.

Carried.

Closed Session

There were no closed session items for this meeting.

Correspondence - Information Items

1. Digital Main Street Service Squad - re July 2020 Activity Report.
2. Emergency Management Committee – Non-Resident Parking – DMB Request Response.

Moved by Kloostra, seconded by Wallace:

THAT the Correspondence - Information Item listed on the agenda for the Downtown Orillia Management Board meeting held on August 18, 2020 be received as information.

Carried.

Correspondence - Action Items

There were no correspondence action items.

Reports

1. DMB Manager, Lisa Thomson-Roop – re Financial Report.

Moved by Wallace, seconded by Guilherme:

THAT the Financial Report dated August 18, 2020 for the period July 21, 2020 to August 18, 2020 be received.

AND THAT staff be authorized to proceed with payments in the amount of \$10,662.68 from the 2020 DMB Budget.

Carried.

2. Event & Marketing Coordinator – re Downtown Apparel.

Moved by Wallace, seconded by Spencer:

THAT the Downtown Orillia Management Board purchase four ¼ zips, 12 t-shirts and 4 golf shirts for a total of \$711.10 including HST from the uniforms and promotions account.

Carried.

Moved by Spencer, seconded by Wallace:

THAT the Downtown Orillia Management Board purchase 100 Downtown Orillia t-shirts to sell for \$30 each for a total of \$1243.50 including HST from the promotions account.

Carried.

3. DMB Manager – re 2021 DMB Budget

Moved by Guilherme, seconded by Kloostra:

“THAT the Downtown Orillia Management Board approve 2021 DMB Budget with the following changes to transfer an additional 5 thousand dollars to Reserves in 2020 to address potential COVID-19 shortfall from the savings associated with cancelled events;

AND THAT the budget be presented to the membership for approval at the 2020 BIA Annual General Meeting.”

Carried.

4. DMB Manager – re Friday Night Road Closures.

Moved by Kloostra seconded by Spencer:

THAT the Downtown Orillia Management Board receive the Friday Night Road Closure report.

Carried.

Date of Next Meeting

Tuesday September 15, 2020 at 6:00 at the Downtown Orillia Management Board Office Boardroom.

Adjournment

Moved by Guilherme, seconded by Kloostra:

THAT the meeting be adjourned.

Carried.

The meeting adjourned at 7:13 p.m.

Chair.