



**Minutes of  
The Township of Cavan Monaghan  
Millbrook Downtown BIA Board of Management**

**Date: Thursday Feb 4, 2021**

**Time: 8:00 am**

**VIRTUAL VIDEO MEETING VIA ZOOM**

**In attendance: Christine McCulloch; Kathie Lycett; John Frizzle; Tony Lloyd, Louise Bedford, Ryan Huntley; Tina Grant (acting Treasurer), Brigid Ayotte (Township staff)**

- 1. Open Session**
- 2. Call to Order – 8:03 am**
- 3. Approval of the Agenda**

Approved.

Moved: Bedford; Seconded: Lloyd; carried.

- 4. Disclosure of Pecuniary Interest and the General Nature Thereof - none**
- 5. Closed Session - none**
- 6. Presentations/Delegations**

**6.1 Emmanuel Pinto, (Trent University undergrad) request for interview for purposes of report (to be published) on rural community bank closures. (10 minutes)**

Presentation received.

Moved: Lloyd; Seconded: Huntley; carried.

**7. Minutes**

**7.1 Minutes of the meeting held Thursday, Jan 7, 2021**

Approved.

Moved: Huntley; Seconded; Lloyd; carried.

**8. Business Arising from the Minutes**

**8.1 Welcome Louise! (CM)**

Louise Bedford (The Valley Shoppe) is new Board Member duly appointed by the Council of the Township of Cavan Monaghan, filling the vacancy left by Kate DeKlerck.

**9. Reports**

**9.1 Decorating Committee (Sharon Roffey)**

## 9.2 Marketing Committee (CM & TL)

### (a) Shopper's Passports promotion update

### (b) Social Media Update

## 9.3 Treasurer's Report (Tina Grant)

Pay Classic Displays \$2,350.40 (contracted amount) for Christmas tree light lamp post installations and off-season storage, GL 01-4750-3210 (repairs & maintenance).

Moved: Lloyd; Seconded: Lycett; carried.

Clarify Minutes from Jan 7 2021-02-04

\$68.03 Invoice to Millbrook Home Hardware is a 2019 expense.

\$1250 Promotion payment to A. Lloyd to be directed to Anthony Lloyd.

Moved: Huntley; Seconded; Bedford; carried.

## 9.4. Associate Membership (KL)

## 10. General Business

**10.1 Regular member voting rights and levy calculation method (KL)** - deferred to next meeting

## 11. Correspondence for information

## 12. Adjournment - 10:05

Moved: Huntley; Seconded; Lloyd; carried.

*Kathie Lycett*

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Mar 04, 2021, 12:27 PM EST

*Christine McCulloch*

PgE223zLSZJ0pWlcPc2MeQ==

Mar 04, 2021, 05:40 PM EST