

# ***Bayfield and Area Chamber of Commerce Meeting Minutes***

March 29, 2017

## **Call to order**

Leanne called to order the regular meeting of the Bayfield and Area Chamber of Commerce at 6:30 P.M. on March 29, 2017 at the Bayfield Archives Building.

**Present:** Leanne Kavanagh, Shaun Henry, Roger Lewington, Ian Matthew, Martha Beechie, Judy Stephenson, Joanne Oliver, Deb Grasby, Diane Snell and Erin Samuelli

## **Business**

### **1. Financial Report : Ian**

- a. Financial report distributed
- b. Membership and Christmas in Bayfield revenue down over previous year
- c. Cash flow is healthy
- d. Erin Samuelli will bill BACC monthly : **Motion (Roger/Shawn) Carried**

### **2. Membership update**

- a. 72 members, 3 outstanding
- b. Website is updated, [www.villageofbayfield.com](http://www.villageofbayfield.com)
  - i. From Visitors tab, Shop – retailers have link to their website
  - ii. From Visitors tab, Alpha list – lists all members with contact information
  - iii. Discussed a reduced price for “professional services” members, Erin suggested all members should pay same price, including contractors
  - iv. “Professional services” will be changed to “Contractors”
- c. No longer using Huron County listing
- d. Personal emails will be sent to new businesses – potential members, Cottage Shop, Dublin Mercantile and the new sewing store, inviting them to become members
- e. Community Partners ( Bayfield Town Hall, Trails, Lions, Optimists...)will be approached to join BACC, advertising support will be offered for events

### 3. Girls Get Away Weekend

- a. May 26<sup>th</sup> – May 28<sup>th</sup>, 2017
- b. Businesses that are BACC members will be promoted
  - i. BACC's focus is advertising/promotion of weekend
  - ii. Businesses are responsible for putting on events
  - iii. Participants sign up for events and make reservations with individual businesses
- c. Themes
  - i. "Help a Sister Out" – tampon donations to Women's Shelter
  - ii. "Passport to Fun" – passports will sell for \$10.00 (no limit on how many are sold), each business will have the opportunity to purchase a page, pages will show business info and whatever promotion the business is offering
- d. Businesses will be encouraged to decorate their store front, paper flowers may be provided
- e. Expenses were budgeted at \$2500.00 and Income expected is \$1000.00

### 4. Mayor's Breakfast

- a. May 19<sup>th</sup>, 2017
- b. Roger has booked the Town Hall
- c. Renegades is catering
- d. Shaun will set up Event Brite for tickets
- e. Help is needed on Thursday May 18<sup>th</sup> at 5:00 P.M to help with setup (Diane and Deb are available)
- f. Ian will do a financial presentation
- g. Leanne/Erin to present to business members and Community Partners

### 5. AGM

- a. Thursday April 27, 2017, 6:30 P.M. : **Motion (Ian/Leanne) Carried**
- b. Ashwood will be asked first, Renegades second, Leanne will book
- c. Erin will email invitations to BACC members and post on social media
- d. Leanne/Erin will repeat the presentation given at the Mayor's Breakfast

- e. Directors will be confirmed and financials will be presented by Ian
- f. \$500.00 budget for Hors d'oeuvres, cash bar
- g. Members will be encouraged to bring a potential new member or a member that doesn't usually attend the meetings

#### **6. RTO4**

- a. Animation fund, \$15000.00 matching funds, \$500.00 - \$5000.00 available
- b. Deadline is April 18<sup>th</sup> to apply
- c. Leanne and Erin are authorize to spend up to \$5000.00 : **Motion (Shaun/Roger) Carried**
- d. Possible ideas; add music to the boat parade, steps to sunset and geocaching, 10K bike route, musicians at the Farmers' Market, beach clean-up (create a bench with the collections), ice sculpture during CIB
- e. Red application has be submitted, to be used for signage

#### **7. Marina**

- a. South Shore was purchase by MTO
- b. North side being repaired
- c. Will hold off on writing Council

#### **8. TV at Library**

- a. TV is up and running
- b. Shaun will do a training webinar
- c. Looking for table and lamp for lobby, Deb has a mirror
- d. Roger suggested having a timeline painted on the wall (Kryart?) to incorporate the animation idea

#### **9. Tourist Booth**

- a. Aiming to have open by Easter, Reid will be asked

#### **10. New maps and street directional signs are at the printer**

- a. Maps are 2 sided, streets on one side, April – November activities on the other side, activities have website links, a variety of larger events are listed

## **New Business**

1. Deb Grasby is retiring as of June 1<sup>st</sup>, congratulations, Deb!
2. BACC will promote Canada 150 Celebration, shared marketing with the Bayfield Fair
3. Businesses will be asked to decorate store fronts for Canada 150
4. BACC will hand out Canada flags at parade
5. Use Bayfield merchandise as a fundraiser; bags, aprons, t-shirts
6. Mandatory quarterly meetings for Board members are as follows:
  - June 28<sup>th</sup> - 6:30 P.M. to 8:00 P.M. – Archives Building
  - Sept 27<sup>th</sup> - 6:30 P.M. to 8:00 P.M. – Archives Building
  - Dec 13<sup>th</sup> - 6:30 P.M. to 8:00 P.M. – Archives Building

## **Adjournment**

8:00 P.M. - Motion to adjourn (**Ian/Leanne**) **Carried**