

AGENDA
DOWNTOWN WOODSTOCK BUSINESS IMPROVEMENT AREA
BOARD OF MANAGEMENT

DATE: Wednesday, June 12, 2024 **TIME:** 8:30 am

LOCATION: City Hall, 2nd Floor Board Room

Our Vision

Downtown Woodstock is the heart of Woodstock! Our vision is to make Downtown Woodstock a destination of choice for residents and visitors for shopping, dining, entertainment, diverse activations, and cultural experiences.

Our Directive

To improve and sustain the vibrancy and prosperity of downtown Woodstock through beautification and promotional efforts.

1) CALL TO ORDER

2) ADOPTION OF AGENDA – MOTION: To adopt the agenda as presented.

3) CONFLICT OF INTEREST

4) ADOPTION OF MINUTES – MOTION: To approve the board meeting minutes of May 2, 2024.

5) DISCUSSION – Social Media Intern

6) DISCUSSION – By Law Review, Comments from Clerk and Treasury

7) DISCUSSION – BIA Processes and Non-BIA Business involvement

8) ACTION ITEMS FROM PREVIOUS MEETING –

ACTION: D. Kumala-Thomas to look into part time student or agency to assist in creating content for social media.

ACTION: D. Kumala-Thomas to send list of all committees and their members.

ACTION: K. Jarvi to create a template for committee agenda and minutes.

ACTION: K. Jarvi to send Task Distribution spreadsheet and Shared Service Agreement in word format to board.

ACTION: K. Jarvi to include Tourism Oxford information in next e-newsletter.

9) COMMITTEE UPDATES

- a) Marketing and Communications
- b) Special Events
- c) Beautification
- d) Town Halls
- e) Bylaw Review

10) NEW BUSINESS –

11) ADJOURNMENT