



MINUTES
DOWNTOWN WOODSTOCK BUSINESS IMPROVEMENT AREA
BOARD OF MANAGEMENT

Present: Steve McGregor (chair), Eric Boyer, Councillor Kate Leatherbarrow, Wes Mazur, Johannes Olivier, Kat Otulak, Jennie Pickard, Fadel Zabian, Duane Kumala-Thomas (Operations Manager)

Guest: Kerry Jarvi (Downtown Development Officer)

Regrets:, Sarah Hodgkinson, Jordan Ellis, TJ McNamara,

DATE: Thursday, January 11, 2024 **TIME:** 8:30 am

LOCATION: Hybrid – City Hall 2nd Floor Board Room/Microsoft Teams

- 1) **CALL TO ORDER** – 8:40 a.m.
- 2) **ADOPTION OF AGENDA – MOTION:** To adopt the agenda as presented. **Moved:** K. Leatherbarrow
Seconded: K. Otulak **Carried**
- 3) **CONFLICT OF INTEREST** - none
- 4) **ADOPTION OF MINUTES – MOTION:** To approve the board meeting minutes of December 7, 2023.
Moved: E. Boyer **Seconded:** K. Otulak **Carried**
- 5) **DISCUSSION** – Guest Mr. Arpan Khanna, MP Oxford County, Jasmine Sullivan, Office Manager.
Discussion items included cost of living, housing, homelessness. Open door policy for Mr. Khanna and eager to promote events and activities downtown.
- 6) **ACTION ITEMS FROM PREVIOUS MEETING:** Action items completed.
- 7) **DISCUSSION – VISIONING/PRIORITIES** –
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.

Directive
To improve and sustain the vibrancy and prosperity of downtown Woodstock through beautification and promotional efforts.
- 8) **DISCUSSION – DOWN TOWN HALL** Update was given on agenda and format of meeting.
- 9) **FINANCIALS – MOTION:** To approve the YTD Financials as of November 30th, 2023. **Moved:** K. Leatherbarrow **Seconded:** K. Otulak **Carried**
- 10) **COMMITTEE UPDATES** –

- a) Marketing and Communications – to be scheduled
- b) Special Events– to be scheduled
- c) Beautification– to be scheduled
- d) Town Halls – will meet on Monday, January 15th

11) NEW BUSINESS –

- a) **MOTION:** To accept with regret the resignation of Melanie Burns. **Moved:** K. Leatherbarrow
Seconded: K. Otulak **Carried**
- b) Create a task force for by-law review. Participants Kate, Wes and Duane.

12) ADJOURNMENT 9:55 a.m. Moved: J. Pickard Seconded: K. Leatherbarrow Carried

Dates to Note

January 17th – Down Town Hall – Theatre Woodstock – 6pm

January 25th – Woodstock Shopping Night

February 1st – Board Meeting