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Board of Management Meeting Minutes	
Date: June 2 2026	Time: 8:30 AM
Location: BIA Office (in person) / Online (Google Meet)	
Present: Lyndsay McAlpine (virtual), Tara Crugnale, Jenn Hayes (virtual), David Orde, Ben Prowse, David Tayler	
Absent: A. Wilson	
Minute Taker: D. Tayler	

1.	Meeting Called to Order by L. McAlpine at 8:34 AM <i>Present: T. Crugnale, J. Hayes (virtual), L. McAlpine (virtual), D. Orde, B. Prowse, D. Tayler</i>
2.	Updates to the Agenda None presented
3.	Approval of Agenda Motion to approve the meeting agenda (L. McAlpine/T. Crugnale) CARRIED
4.	Declarations of Interest No declarations of interest indicated
5.	5.1: Approval of Minutes – May 5 2026 Motion to approve the meeting minutes from May 5, 2026 (L. McAlpine/T. Crugnale) CARRIED
6.	6.1: Treasury Report New formalized bookkeeping processes have been established, involving weekly reconciliations. Reporting will continue to improve. The current bank balance is approximately \$20,367, with a levy payment of roughly \$89,000 expected before the end of June.
7.	Committee Reports: 7.1: Beautification Overview T. Crugnale and D. Tayler presented. - o New street signs installed - o Baskets and planters are in – being monitored for watering etc. 7.2: Events & Promotions Committee Overview L. McAlpine and D. Tayler presented. - o Live and Local: is Saturday June 6. General overview of activities presented. Discussion of possible contingencies in case of rain, etc. CEF funding for subsequent Saturdays confirmed. No acknowledgment as yet on Ward 13 funding application 7.3: Membership Overview none presented
8.	Executive Director Report (tabled to next meeting)
9.	Other Business 9.1 Policies for Consideration No updates available, tabled to next meeting • Social Media: Ben (backup: Lyndsay) • Board Duties: Jenn • Procurement Policies: David O. • Filming: Tara • Expansion/Associate Membership: Lyndsay 9.2 Police Board Representation D. Tayler indicated that Donna Cole (Kitchen Witch, 116 King Street West) has agreed to attend as the BIA's representative

	9.3 BIA Vacancy Supplemental Grant The BIA is eligible for a \$5,000 “vacancy” grant, designed to assist BIAs in improving or filling vacant properties. After discussion, Events and Beautification committees were tasked to come up with potential uses and be prepared to present at next Board meeting. 9.4 Holiday Free Parking – The board discussed the potential impact of the holiday parking program (December). City Parking department presented 2026 program at recent BIA Advisory Council. (reviewed by Board) D. Tayler has requested meeting to discuss changes and adjustments (Other BIAs are asking as well) and to clarify revenue projections and operational details before a final board or membership decision is made
10.	Next Scheduled Meeting(s): Board: Tuesday July 7, 830am Events: Thursday June 4, 530pm ? Beautification: Thursday June 9, 9am
11.	Adjournment: Motion to adjourn made by L. McAlpine at 9:25 AM CARRIED