

**16<sup>TH</sup> MEETING OF THE BOARD OF 'DOWNTOWN SUDBURY'**

**Monday, November 19, 2012**

**Fromagerie Elgin**

**A REGULAR MEETING OF THE BOARD HELD AT 3:30 P.M.**

**J. MACINTYRE IN THE CHAIR.**

**PRESENT**

J. Chevrier, D. Brouse, A. Lenardich, N. Bertolo McAloney, B. McCullagh

**REGRETS**

S. Vincent, J. Browning, P. Thurston, F. Belli

**ALSO PRESENT**

M. Luoma      Executive Director

J. MacIntyre introduced and welcomed the newest Member of the Board – Brian McCullagh – who provided a brief background.

**PART ONE – CONSENT AGENDA**

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**DECLARATIONS OF CONFLICT**

None declared.

**APPROVAL OF MINUTES**

**12-51 Chevrier – Bertolo**

**THAT** Item C-1 contained in the Consent Agenda, as duplicated and circulated, be hereby accepted.

**CARRIED**

**C-1 Board of Directors**

**12-52 Chevrier - Bertolo**

**THAT** the minutes of the 15<sup>th</sup> Meeting of the Board (October 1, 2012), as duplicated and circulated, be hereby accepted.

**CARRIED**

**PART TWO – REGULAR AGENDA**

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**R-1 CHAIR'S REPORT**

J. MacIntyre noted that, as discussed at the last meeting of the Board, a meeting was held with Senior City Staff, DVDC and BIA re the Downtown Partnership, communications, etc. More detailed discussion will follow in the Agenda.

**R-2 EXECUTIVE DIRECTOR'S REPORT**

Report covering activities for the month of October, 2012, was previously circulated and questions invited.

**12-53 Chevrier – Bertolo**

**THAT** the Executive Director's Report, dated October 2012, as duplicated and circulated, be hereby accepted.

**CARRIED**

**R-3 PROGRAM/PROJECT UPDATES**

***Downtown Partnership***

The Chair provided an update of the recent meeting held with Senior City Staff, BIA and DVDC re 'Downtown Partnership', including discussion on the need to develop a communication strategy, formalization of the downtown organizations, etc.

It was further noted that discussions have been held with 'London Downtown' who have developed a similar (and successful) partnership and are available to assist in the formalizing/developing of our own hybrid downtown organization that would meet the needs of all partners.

While further discussion is required, Directors supported the need for review, clarification of roles, etc. and to proceed as discussed ... particularly as the timing is critical as the Board is currently embarking on Strategic Planning discussions.

**R-4 OTHER**

***Chamber of Commerce – Outlook 2013***

\*Tuesday, December 11<sup>th</sup> – 12noon – 2pm

\*Directors interested in attending were asked to confirm with the ED

***Director's Discussion***

Directors agreed to the following:

\*Add '**Informal Chat**' to meetings ... 3:30 – 4:30 ... to allow for more of a 'brainstorming' environment – as once the formal meeting portion begins (4:30), time is more restricted

\*Add '**Open Forum**' to the end of the Agenda ... to allow for any 'new items/discussion' to be raised

**NEXT MEETING**

- **MONDAY, DECEMBER 3, 2012 ... 3:30 P.M.**
- **This meeting will be followed with the next discussion in our Strategic Planning process.**

**ADJOURNMENT**

**12-54 Chevrier – Bertolo**

**THAT** we do now adjourn. Time: 4:15 p.m.

**CARRIED**

**\*The first STRATEGIC PLANNING SESSION discussion then followed (through to 7:30 p.m.)**

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**Chair**

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**Executive Director**