



Downtown Paris BIA - Board Of Management Meeting – 9:00am, Wednesday November 12, 2025

Join the meeting now

Meeting ID: 243 489 717 962 6

Passcode: mD9JM6Y7

Agenda:

Attendance – David, Sandra (9:45 a.m., quorum), Amy, Penny, Sherri, and Erica

1) Approval of Agenda - addition/deletion of items for discussion

Amended to include delegation from Sherri Barna, President of the Brant Chamber of Commerce, and adding DNO insurance to New Business

MOTION to approve agenda made by Sandra, seconded by David.

2) Approval Of Previous Minutes

Wednesday September, 10th, 2025: PENDING 2025 September Paris BIA - Board Meeting - MINUTES.docx

MOTION to approve previous minutes made by Sandra, seconded by David.

3) Depositions / Presentations / Delegations:

Sherri Barna, President of the Brant Chamber of Commerce

- Coordination and cross promotions; scheduling
- Looking for delegate
- Increasing awareness of chamber membership
- Twice a year meeting to collaborate

Erica Holgate (Construction Liaison) - "Downtown Dig Update"

- Provided update on work remaining, what will remain for 2026
- Outlined JBN street closure and street reopening post-event
- Stated she would provide update on 2026 schedule as soon as possible

4) Council Report and Related Business (L. Oakley)



No report – Councillor Oakley, Absent.

5) Monthly Financial / Operational Reports + Business (Presentation and Approval).

- a) Bank Statement Aug 2025 BIA Band Statement.pdf
- b) Current Budget vs. Actual July Paris BIA - Statement of Income 2025.pdf
- c) Monthly Cheque Requests September 2025 Paris BIA Cheque Requisition.pdf
- d) Bank Reconciliation July BIA Bank Rec and list of transactions.pdf
- e) Monthly Deposits – none
- f) Credit Card Update - Space at Hand, Internic

Approval of Report/Requests:

- Balance of credit card will be provided for next meeting – storage and Internic (via Sandra and Noah).
- Canva Pro Account – needs to be connected to credit card; Invoice from Canva to Sandra via Penny/Julia for cheque.
- Treasurer to look at consistency for board meetings; Levies %, Noah (have any new businesses not been billed), up-to-date.

MOTION to approve financials made by David, seconded by Amy.

6) Committee Reports

- a) Promotions
 - i) Block Party/Evenings in Paris
 - ii) Jingle Bell Night

7) Coordinator Position – Temporary, Julia Markle, Communications (Inbox, Paris Pulse)

8) LastPass (password vault) - annual renewal \$172.89

Cancelled.

9) New Business – DNO Insurance

OBIAA – Separate insurance?



Getting additional insurance within 30 Days

Copy of insurance from County

Penny to contact Rachel at OBIAA for what is recommended and will report options at December meeting

Next Meeting(s) and Planning

Promotions - TBD @Library Upstairs Meeting Room

Scheduled Board Meeting - Wednesday December 10th, 9:00am @ County Office

Adjournment

MOTION to adjourn made by Penny, seconded by Amy.