



Ford City Business Improvement Association
Board of Directors Meeting Minutes

When: Monday, April 14, 2025 at 5:30pm

Location: CO: Workshare (1000 Drouillard Rd. Upper)

Called to Attendance:

Kaitlyn Karns, Executive Director of the Ford City BIA

Appointed Board of Directors as of April 25, 2023:

Shane Potvin, Nicole Baillargeon, Lauren Potvin, Thad Renaud, Anna Eschuk

Topics of Discussion

1. **Approval of the April 14, 2025 Board Meeting Agenda**
 - a. First- Lauren
 - b. Second- Thad
 - c. All in Favour - Yes

2. **Approval of the March 10, 2025 Board Meeting Minutes**
 - a. First- Thad
 - b. Second- Lauren
 - c. All in Favour- Yes

3. **Financial Report & Updates from the Executive Director and Treasurer**
 - a. **General / Bookkeeping** – March was a larger spending month due to the purchase of 4 bike racks and KPMG audit expenses. The BIA levy increase did get passed and will be going into effect for the remainder of 2025.
 - b. **City of Windsor Financial Planning Updates**- Kaitlyn has sent the City the BIA's reserve spending plan. She is continuing to work on the financial analysis as required by the City's new BIA by-law.

4. **General Updates + Housekeeping**
 - a. **Bike Racks**- Both bike racks have been ordered and are on their way. We should expect to see them delivered by end of month and then the city will install.
 - b. **Sheds**- There is a new power of sale on the property of 1036 Drouillard. Shane met with the real-estate agent to organize a new deal/ understanding with the sheds. The sheds are staying where they are for now. Kaitlyn has reached out to applicants to get the sheds occupied.
 - c. **Hanging Floral Baskets**- The City has notified all BIAs that they will no longer be paying for the hanging basket program. Previously, the baskets and maintenance were free for all BIAs. This year, they will only fund half (16 of

32 baskets) and in 2026, there will be 0 funding from the city. It is approximately \$300 per basket and FCBA has 32 basket spots.

- i. The board would like to see the money go towards something that will come back every year in the whiskey barrels. We will do some research on flower options that are not a lot of upkeep.
 - ii. Conversation tabled until May 2025 meeting.
- d. **Artcite Inc. ask-** Artcite has asked the BIA for a donation towards their new space. The original ask is \$4,500 with naming rights to the reception area. Unfortunately, this out of the BIA budget and the position of the BIA ethically, this is not a good fit for the BIA. The board is all in agreeance with this decision.

5. 2025 Events Updates

- a. **Sponsors for DOD:** Capitol Power, Desjardins and Councilor Ed Sleiman are our current sponsors for DOD Totaling to \$10,000 which helps us out greatly due to the rise in cost of materials and general expenses.
- b. **Dropped Vendors:** All Vendors, musicians and entertainment is selected for Dropped on Drouillard. We had over 300 applicants and had to narrow it down to 30 vendors, 7 bands and 7 DJs. This was our biggest application year yet.
- c. **Ford City Flea:** FCFLEA is in two weeks and it is the first time that we are closing the road and we are anticipating a big turnout. There are 30 vendors, music in the park and Circuit will have a DJ.

6. Additional Comments/ New Business

- a. Generally speaking, the neighbourhood has been very busy. March was a great month for all businesses.
- b. May 4th Bunch is hosting a clothing swap at Circuit.
- c. Bunch is doing Election Bingo – if you vote and take a photo, you get a discount.
- d. May 3rd is Cookie Bar's one year anniversary.
- e. The Lunanskys Building sold to Jeremy who bought the Nuts 4 Dates building

Motion to adjourn the meeting at 7:00pm

First- Lauren

Second- Anna

All in Favour- Yes

Next meeting: May 12, 2025 at 5:30PM