



Ford City Business Improvement Association Board of Directors Meeting Minutes

When: Monday, August 25, 2025 at 5:30pm

Location: ONLINE

Attendance:

Kaitlyn Karns, Executive Director of the Ford City BIA

Appointed Board of Directors as of April 25, 2023 In Attendance:

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

Topics of Discussion

Meeting called to order at 5:30pm

1. **Approval of the August 25, 2025 Board Meeting Agenda**
 - a. **First: Thad**
 - b. **Second: Lauren**
 - c. **All in Favour**
 - d. **CARRIES**

2. **Approval of the May 12, 2025 Board Meeting Minutes**
 - a. **First: Lauren**
 - b. **Second: Dana**
 - c. **All in Favour**
 - d. **CARRIES**

3. Financial Report & Updates from the Executive Director and Treasurer

We received the other portion of our levy which helped as we approached Dropped on Drouillard. There are still a few pending expenses for Dropped, but 90% of the expenses have been paid to date. The final spends for Dropped, including the unpaid expenses is: \$32,293.66, meaning with the additional funds approved by the board, we are in the green \$828.34. We are still waiting for 2 cheques from sponsors (Ed Sleiman and Windsor Federation of Musicians).

Upcoming expenses include: Open Streets DJ, Ford City Flea Fall and Staff.

4. Dropped on Drouillard 2025 – Quick Recap

- a. Thank you to everyone! It was a hot day, but a HUGE success again. Shane had put together some stats for a highlight of the day:
 - i. 12 sponsors (Monetary and non-monetary)
 - ii. 45 vendors
 - iii. 3 community booths
 - iv. 7 DJS and 7 Bands
 - v. 30 Cars

- vi. 30 Volunteers
- vii. 100 pool noodles for the decor
- viii. 20+ FCBIA businesses
- ix. 10 months of planning
- x. 100+ to dos and emails
- xi. One great day!

5. **Additional Comments/ New Business**

a. **Panier Picnic- Musicians**

- i. Nicole was approached by ED of ACWR to see if we could participate / sponsor a musician for the Panier Picnic (at the FC Community Garden) as a part of Ontario Culture Days. The Art Walk is self-guided from ACWR to Ford City.
- ii. Date: September 27 from 2pm-4pm
- iii. Music from 2:30-3:30pm the ask would be for \$150
- iv. **Motion to hire one musician for \$150 for the Panier Picnic on September 27, 2025 from 2:30-3:30pm in exchange for FCBIA logo on promo material**
 - 1. First: Anna
 - 2. Second: Thad
 - 3. All in Favour
 - 4. Carries

b. **Open Streets FYI-** Sept 21, 2025 from 10am until 3pm. This is a City Lead event, the BIA doesn't need to do anything other than pay for DJBGeorge which was voted on Monday, July 21, 2025 to pay him \$300 for the day. He will be set up in the Whelpton Parkette. We are the last location on the map this year unlike last year.

c. **Ford City Fall Flea** – October 19, 2025 from 10am until 3pm. Vendor call is going out this Friday. Stay tuned for more details. Financially we are under budget from what we approved (\$5,000 was the approved amount). **Motion to hire musicians for \$450 for Ford City Flea 2026 for 3 musicians \$150/hr**

- i. First: Thad
- ii. Second: Lauren
- All In Favour**
- iii. Carries

Meeting Adjourned: 5:53

First: Dana

Second: Lauren

All In Favour

CARRIES

Next meeting: September 15, 2025 at 5:30pm