Downtown Huntsville BIA
BOARD OF MANAGEMENT MEETING
TOWN OF HUNTSVILLE – Council Chambers, Third Floor
AGENDA: November 28, 2019
8:30 am – 9:30 am

Present: Rachel Hunt – Chair
Steve Campbell
Joan Wager
Catherine Cole
Kelly Haywood
Michelle Gardiner
Christine Kropp
Nate Smith
Kathy Sheridan
Scott Ovell – Town of Huntsville Representative
Morgan Richter - Staff

Regrets: Karin Terziano – Council Representative
Michelle Gardiner
Will Lougheed
Lindsay Buttus

1. Call to Order: The Board Meeting of the Downtown Huntsville BIA was called to order at 8:34 a.m. on November 28th, 2019 in Council Chambers by Chair, Rachel Hunt.

2. Declaration of Conflict of Interest: No conflicts of interest were declared.

3. MOTION: To accept the Agenda
   a. Motioned by: Christine Kropp
   b. Seconded by: Steve Campbell
   CARRIED

4. MOTION: To approve the awarding of RFP-2019-BIADMS-01 to Well Known Marketing + Advertising Agency.
   a. Motioned by: Joan Wager
   b. Seconded by: Steve Campbell
   CARRIED

5. Closed Session – Municipal Act, 2001
5.1 Section 239 (2) (b) Personal Matters Staff

5. Next Meetings
   a. Events and Promotions Meeting/ FIRESIDE CHAT – Thursday, December 5, 5:00pm Mill on Main
   b. BIA Board Meeting – Thursday December 19, 8:00am Council Chambers
6. Adjournment:
MOTION: to adjourn at 8:50 a.m.
Motioned by: Joan Wager
CARRIED

Minutes submitted by: Morgan Richter