

Community Improvement Partnership of Hanover 2018

MINUTES Thursday October 15, 2018

8am | P&H Centre, Boardroom

Committee Present: Norma Graham, J.D. Lyons, Hazel Pratt-Paige, Adam Ward,
April Marshall, Julie Whitehead

Absent with Regrets: Sherri Hagan,

Adam convened

Notice of Pecuniary Interest: none

Correspondence: n/a

MOTION by Norma to adopt the September 13 2018 C.I.P. Minutes, seconded by Hazel, ... carried.

Financial Reports & Operations:

September Financials emailed to Committee for review on Oct 10th

- Accounts Receivable (updated listing for CIP and S&S requested) and reviewed. Will follow-up.
- Still waiting on one 2017 account, deducting from a payment to crossing a cheque.
- Summer Student Grant \$6,852. Submitted end of August; two follow-up info requests completed.
- Accounts Payable S&S (still waiting on T41 Socan invoice for \$198.32 – told in progress)
City of Woodstock \$500. ramp purchase (here, in storage), Town \$70. postage, P&Rec \$102. copies
- Accounts Payable CIP: new: \$94.50+T The Post/Job P&Rec \$90. Copies
Bayshore \$254.25 Summer Radio (final Aug 31-Sept 7).
- HST 3rd Quarter due prior to month end. A few coding location changes will be requested.
- 4th Quarter Atmosphere submission to be sent: C.I.P. 1/2 page, due now (need winter promos).

Job Posting C.I.P. Coordinator position: 15+ applications.

Interviews by: Adam, April, J.D.

Meeting today at 3pm for review. Looking to hire in late November, early December.

Heritage Grant 2019 Application due Sept. 30th, and processed. Big job, and done. (\$6,300 in 2018)

Trick or Treat Trail Poster ready, to update map today with final participants. Need photos this year.

Next promo to complete: Hanover's Holiday Shop & Win.

New Business:

Project Review, income and benefits vs expenses and labour

- ♦ Trick or Treat Trail – great participation from community and businesses.
Businesses purchase candy, we cover printing, promotion and labour.
- ♦ Holiday Shop & Win – great buy-in; requires additional contributions from the D.I.A. & Chamber
- ♦ Coupon Book, Summer Radio Promo / Summer Package Shop local tags – we are the Hub.
Knock on doors, to involve service sector – survey: what can we do for you.
- ♦ Visitor Guide, print and website options discussed, where is it sent. Map for visitors at the Library.
Map when free time is available. Work on package deal with options, dates, perhaps discounts,
etc. Need numbers ready for end of December.
- ♦ Summer Radio discussions and options, time of day plugs. Staycation discussions.
Community Events, promote on their behalf, options. Additional contributions from all 3 partners.
- ♦ Sights & Sounds C.I.P. was created for this festival. Continue to evolve and refresh – volunteers
remain the issue, and we need committee support. Tourism, cemetery tours, downtown walking
tour, something for all ages.

All current projects are working, but still looking for new projects and promotions.

Suggestions: Host training, development and support meetings.

Partnerships with: Grey County, LaunchPad, SEDC, Four County MLPB, Barons, etc.

Norma will send a write-up to the paper with projects and introduce the new Coordinator.

Next meeting will be the S&S and CIP Budget Meeting.

2019 Dates: 15th Annual S&S Festival Thursday July 25th to Sunday July 28th 4th Saturday in July

MOTION to adjourn: J.D.

(adjourned 9:30am)

Next Meeting: Thursday November 15, 2018 8am

P&H Centre | Boardroom (reserved ✓)