

LaunchIt Minto
Minutes of March 8, 2016
Page 1 of 2

The LaunchIt Minto Board held a meeting on Tuesday March 8, 2016 at LaunchIt Minto. Board Members present for the meeting were Chair Glen Hall, Councillor Mary-Lou Colwell, Irmgard Kuersten-Kirkorian, Hope Reidt, John Mock and Manager of Economic Development Belinda Wick-Graham. Members of staff present; Business Development Coordinator, Somer Gerber. Regrets were received from Mayor George Bridge, Justin MacIntosh and Ryan Kosleg.

Chair Glen Hall opened the meeting at 3:10 p.m.

The meeting opened with the Board discussing the proposal put forth by the Landlord. He offered LaunchIt free rent on Unit #3 until we could find a suitable tenant to cover the cost of rent. LaunchIt is still responsible to pay expenses ie. hydro. It was decided that we would continue to occupy Unit #3 and continue to actively look for tenants for this space until August 31, 2016.

MOTION

Moved by: John Mock and Seconded by: Irmgard Kuersten-Kirkorian

THAT: The Board approves keeping Unit #3 (rent free) until Aug. 31st, 2016

CARRIED

The Board reviewed the February financials and discussed the 2016 Budget, making some changes based on lower rent and removal of RED funding. Hydro expenses are expected to be reduced dramatically from last year. It was noted that all Board members need to actively advertise LaunchIt training events by way of word of mouth to generate some revenue from these events.

MOTION

Moved by: Glen Hall and Seconded by: Hope Reidt

THAT:

The Board approves the February Finances

CARRIED

Gerber told the Board about upcoming LaunchIt events including: Lunch with Nater on Wednesday, March 30, 2016 12-1pm at a cost of \$10pp (Lunch Included). Our hope is to have at least 12-14 people in attendance and allow local residents and businesses the opportunity to connect with John Nater, Conservative MP for Wellington-Perth. LaunchIt applied for the Wellington-Waterloo Community Futures Development Fund training grant in which WWCFCDC will pay 50% of cost up to \$1000 to host a sales or customer service seminar. LaunchIt was successful in obtaining this grant and invited Neil Dunsmore back again this year to facilitate "Sell Like You Mean It" on Wednesday, March 23rd 7-9pm at the Harriston Public Library – Community Room. Tickets will be \$20 pp (Chamber Members) \$25pp (Non-Chamber Members). LaunchIt will also be running a First-Aid certification course on Monday, April 18th at the Harriston Fire Hall (Upstairs), currently we have 7 people registered.

LaunchIt Minto
Minutes of March 8, 2016
Page 2 of 2

The Board discussed different options for Marketing of LaunchIt services, programming and rental space. Gerber has met with the General Manager of 88.7 The River - Rob Mattice to discuss low to no cost options. It was decided that LaunchIt would buy an advertising package up to \$500 which will cover advertising until July. The Board also discussed the need to connect with businesses directly to tell them about training seminars that would be beneficial to their business.

MOTION

Moved by: Belinda Wick-Graham and Seconded by: Hope Reidt

THAT:

The Board approves a \$500 budget for advertising on 88.7 The River

CARRIED

Wick-Graham reported for Professional Development and told the Board that she and Gerber are applying for the Libro Credit Union Prosperity Fund Grant to expand LaunchIt services into the Agriculture sector, the application is due on Friday, March 18th. LaunchIt will also be applying to be a recipient for the annual "Mayor's Charity Golf Tournament". If we are successful in obtaining these sources of funds it will go a long way in securing the sustainability of LaunchIt, allowing us to grow both in the community as well as expanding services to neighboring communities.

The Board discussed ways to enhance Sectors Engagement and would like to approach the Chamber of Commerce Community Achievement Awards Committee and ask if Gerber could present the LaunchIt Year in Review presentation at the awards dinner. It would be an excellent opportunity to speak to many business owners that may not be aware of all LaunchIt has to offer.

In other business, Wick-Graham stated Ag Business and Crop Inc. will be having their Grand Opening Ribbon Cutting Ceremony at their new location in the Palmerston Industrial Park on April 14th at 11:00am. Hall noted that he has recruited Bernice Weber of Ag Business and Crop Inc. to sit on the LaunchIt Board.

Moved by: Hope Reidt and Seconded by: Irmgard Kuersten-Kirkorian

THAT

LaunchIt Board Meeting adjourns.

The meeting adjourned at 4:23 p.m.

The next LaunchIt Minto meeting is Tuesday, April 12, 2016 3:00 p.m. at LaunchIt Minto.

Somer Gerber, Business Development Coordinator