



## DATA BOARD OF DIRECTORS

May 26<sup>th</sup>, 2021, 7pm

Via Zoom

### Meeting Notes

**1. Present:** Stacey Doucette, Hal Theriault, Kevin Ellis, Karen Enright, Linda Graham, Darren Carey, Amy Tudor, Linda Wielinga

**Regrets:** Greg Turner, Peter Turnbull

**2. Agenda: Approval/Additions/Deletions**

Motion to accept agenda: Darren. 2<sup>nd</sup> by Amy. All aye. Motion passed.

**3. Approval of previous minutes** (April 14th, 2021)

Motion to accept agenda: Stacey. 2<sup>nd</sup> by Linda Graham. All aye. Motion passed.

**4. Old Business:**

**a. Newsletter Feedback**

Positive feedback on newsletter communications. We need to develop more stories from our membership businesses. Linda W. will send out an email to membership to submit stories and pictures for feature in the newsletter. If members want to feature their stories on our social media pages, we will communicate to them that they can SHARE their stories to our page messenger and we can post them.

**b. Update on By-Laws: Social Media Policy – tabled**

**c. CBDC loan applications:** We will share this opportunity to our membership

**5. Treasurer's Report**

Motion to accept agenda: Darren. 2<sup>nd</sup> by Linda Graham. All aye. Motion passed.

**6. Marketing Committee:**

**a. Update on "Digby Lights" - Local Lighthouse Tour program**

Amy and her friends did a test run of the lighthouses on the tour. We have posted the announcement of the tour on social media and in our newsletter to membership. The next steps is to drop off Tour posters and kits to membership businesses. This will be done when provincial Covid restrictions are lifted hopefully in the next couple of weeks. The tour information has been shared with Tourism Nova Scotia with the request to feature it on their website. Linda W. to follow up with TNS on this.

**7. New Business:**

**a. Summer Employment approval** – The Federal government has approved our funding request for 2 summer employees. We will aim for a start date approx. end of June. The job listings will be posted on Canada Jobs website and also on our social media pages with job descriptions for the two positions.

**b. DATA Staff position:** Discussion to hire a staff position for DATA. This position would initially start with 20 hrs/week with the goal to expand the # hours when levy system comes into expectation in 2022. The job description and salary range will be posted on Canada jobs website and also on our social media pages. Anticipated start of position would be mid June. This position would cover the following primary expectations:

- Researching and applying for Grants
- Supervision of Summer employment positions
- Marketing Digby Area

Motion to put forward a job listing to hire a DATA staff position: Darren. 2<sup>nd</sup> by Linda Graham.  
All aye. Motion passed.

**8. In-Kind Reports:**

**a. Board of Trade:** Expectation that all festivals this year will again be cancelled.

Announcements from the festival organizers to be posted by end of month

**b. Municipality:** Funding Request approved. Funding to be received by first week of July, 2021

**c. Town / VIC:** No report

**9. Next Meeting:** Wednesday, June 9th, 2021

**10. Adjournment:** Motion to adjourn: Hal Theriault