

MINUTES

The Waterfront District BIA

BOARD OF MANAGEMENT MEETING

Tuesday, November 5, 2019

INVITED:	Jim Comuzzi, Chair Peter White, Vice-Chair Kory Morabito, Treasurer Suzan Cooper-Rochon, Director Maelyn Hurley, Director Brigitte Tremblay, Director Kara Pratt, Recording Secretary Lynn Gray, BIA Bookkeeper
TENTATIVE:	Lora Northway, Director
REGRETS:	
GUEST:	Walter Flasza, BDO and Ania Berezowski, BDO Jordan Calonego + Guest (Daniel Varnus)

LOCATION/TIME:

12 Cumberland St N. Boardroom

Item	Description	Action
1.0	Meeting Call to Order and Disclosures of Interest	
	The meeting was called to order at 5:33pm	
	disclosures of interest declared at this time: M. Hurley - Craft Revival	
2.0	Approval of Agenda	
	Motion: 2019-55 Moved by: M Hurley Seconded by: P. White	Carried
3.0	Presentations	
	2018 Audited Financials – Ania Berezowski & Walter Flasza	
	J. Calonego asked why the financials were being presented so late. W. Flasza – Dependent on the CoTB audits.	
	Motion: 2019-56	
	Moved by: M Hurley Seconded by: B. Tremblay	Carried
4.0	Approval of Minutes – October 1, 2019 – sent electronically & distributed	
	Motion: 2019-57	

ltem	Desc	ription	Action
	Moved by: P. White	Seconded by: M. Hurley	Carried
5.0	Business Arising from Past Minutes		
	1. A letter from the Waterfront Distr Thunder Bay council demonstrat	ict BIA has been sent to the City of ing support for transitional housing.	
5.1	New Business		
	 Resignation of Sue Bragg Two open Director posit Who will attend Culture & Events 		
	K. Morabito to attend		
6.0	Reports		
6.1	Chair's Report – Jim N/A		
6.2	Finance Committee		
	 Financial Report for September & Od Funding - Requests for Sponsorship The Craft Revival \$1,500 Cash for Reviil \$500 BIA Bucks \$300 for vol \$200 for draget 	s usable Cotton Tote Bags unteers	
	<i>Reviewed past payments</i> Motion: 2019-58		
	Moved by: B. Hamilton	Seconded by: B. Tremblay	Carried
	3. BIA Bucks for AGM \$500		
	Motion to approve and advertise \$200 Bl Motion: 2019-59	A Bucks at the AGM	
	Moved by: P. White	Seconded by: S. Cooper-Rochon	Carried
	Cash Requests		
	Pending Requests	\$1,500.00	
	Total Approved Sponsorship Dollars (Oc Remaining Budgeted Sponsorship Dollar Remaining Should Pending be Approved	s \$3,450.00	

Item	Descri	ption	Action
	BIA Buck Requests		
	Pending Request – Craft Revival	\$500.00	
	Pending Request – AGM	\$500.00	
	Total Approved BIA Bucks Sponsorships	\$7,950.00	
	Remaining Budgeted BIA Bucks	\$2,050.00	
	Remaining Should Pending be Approved	\$1,050.00	
	 Potential upcoming requests VON - \$300 BIA Bucks – Trivia C 	hallenge	
6.3	Infrastructure/Beautification Committee –	Suzan	
	1. Information Regarding:		
	a. Barbecupid sidewalk		
	Attempted to be fixed by the CoTB – will r	reassess in the spring	
	b. Tree planters		
	Ordered 10 Trees in planters for the Sprir	ng 2020	
	c. Tree guards		
	d. Tree stumps Dave Brown from the ESA to assist with c	lirecting the lockout of the power.	
6.4	Governance Committee – Peter N/A		
6.5	Marketing & Promotion Committee – Lora		
	 Holiday promotion update Planning for 2020 		
6.6	Membership Services Committee – Sue (Deferred)	
6.7	Special Events Committee – Maelyn		
	 Heart of the Holidays – November 22 Holiday Craft Revival – November 24 Christmas Windows - Joint w/ Safety 	th , 2019	
	Approval for letter to go to members to as Holiday Lights Motion: 2019-60	sist with lighting up the District with	
	Moved by: S. Cooper-Rochon	Seconded by: K. Morabito	Carried
6.8	Safety & Security – Peter		
	1. Crime Prevention Council?		

Item	Description	Action
	 Safe & Inclusive Strategy from Downtown Yonge Received acknowledgement of receipt from Police Services Received a Response from Police Services Board Christmas Light Roll-out w/ Events – Security System/Lighting Letters Motion: 2019-60 	
	Moved by: S. Cooper RochonSeconded by: M. Hurley4. Suzan: Ruttan Block Meeting	Carried
	Overture available via direction of A. Foulds regarding Safety & Security in CoTB	
6.9	Parking Authority Board Update - Kara	
	1. Meeting Nov 4, 2019 – Unable to attend	
	Question about Free Parking for Holiday Shopping – Kara to follow-up	
6.10	Administration	
	1. Board Meeting Schedule	
	• AGM – November 14, 2019	
	• December 3, 2019	
	2. Guidelines to be created for:	
	Guests & Presentations	
	Committee Meetings & Reports at Board Meetings	
8.0	Correspondence – n/a	
9.0	Next Meeting – Nov 14, 2019	
10.0	Adjournment 7:00pm	