

MINUTES

The Waterfront District BIA

BOARD OF MANAGEMENT MEETING

Tuesday, January 12, 2021

INVITED: Jim Comuzzi, Chair

Peter White, Vice-Chair Jordan Calonego, Treasurer John Murray, Director Maelyn Hurley, Director Kory Morabito, Director Thomas Trist, Director Brian Hamilton, Councillor Kara Pratt, Recording Secretary

TENTATIVE:

REGRETS: Lora Northway, Director

Andrew Foulds, Councillor Lynn Gray, BIA Bookkeeper

GUEST:

LOCATION/TIME: 5:30pm - 7:30pm -- Join Zoom Meeting

Join Zoom Meeting

https://us02web.zoom.us/j/89685066298?pwd=UDY5MHIWRTM3b0R2SGQ5S2VNb0ZFZz09

Meeting ID: 896 8506 6298

Passcode: WDBIA

Item		Description	Action
1.0	Meeting Call to Order and Disclosures of Interest		
	Called to Order at 5:30pm, No Disclosures of Interest		
2.0	Approval of Agenda		
	Motion: 2021-01 Moved by: P. White	Seconded by: J. Murray	Carried
3.0	Presentations	, ,	
4.0	Approval of Minutes – December 1, 2020– sent electronically		
	Motion: 2021-02 Moved by: M. Hurley	Seconded by: K. Morabito	
5.0	Business Arising from Past	Minutes	

Item	Description	Action	
6.0	Reports		
6.1	Chair's Report – Jim		
	 Seagull Management Setting up for the 2021 year – requesting access to BMO and McKitricks StrEATery Report to the CEDC 	Info	
	Draft StrEATery report went to the CEDC for review from the Board to release the funds. Final report to be sent the second last week of January. Will receive a response regarding the funds the last week of January.	Info	
6.2	Finance Committee - Jordan		
	 November 2020 Financials - Deferred Funding - Requests for Sponsorships Lakehead University, Economic Development and Innovation \$500 BIA Bucks for 2021 Lakehead University's 16th Annual Research & Innovation Week taking place from March 1st through March 4th, 2021. 		
	Motion: 2021-03 Moved by: J. Calonego Seconded by: P. White	Carried	
	a. Travel Only with Rosie Darosa ii. Compensated cost for Gift Certificates Pay \$20 for \$25 Gift Certificates for the 2021 year to create tourism packages (20% savings). Motion: 2021-04 Cap the BIA contribution at \$200/issue up to \$1000 face of BIA Gift Certificates for \$800 (a 20% reduction).		
	Moved by: J. Calonego Seconded by: K. Morabito	Carried	
6.3	Infrastructure/Beautification Committee – TBD		
	John Murray request to head the beautification committee		
	Motion: 2021-05 Nominated by P. White		
	Moved by: P. White Seconded by: M. Hurley	Carried	
6.4	Governance Committee – Peter		
	Review additional policies in 2021 – presenting new policies later this quarter.		

Item	Description	Action	
6.5	Marketing, Events & Promotion Committee		
	Marketing Update a. 2021 Plan – includes Shout, Walleye, Radio (Christmas), Social Media, Website Update - centered around experiences	Update	
6.6	Membership Services Committee – To Be Filled		
6.7	Safety & Security – Peter		
	Will work with Lee-Ann Chevrette & police on initiatives into 2021	Update	
6.8	Parking Authority Board Update – Kara		
	Update from January 12, 2021 meeting (teleconference) DRAFT survey to business owners (delayed to February 2021)		
6.10	Administration		
	1. Board Meeting Schedule – First Tuesday of the Month January 12, 2021 (to accommodate return from holidays) February 2, 2021 March 2, 2021 April 6, 2021 May 4, 2021 June 1, 2021 August 3, 2021 *move due to holiday weekend? September 7, 2021 *move due to holiday weekend? October 5, 2021 November 2, 2021 December 7, 2021 2. Guidelines to be created for: a. Committee Meetings & Reports at Board Meetings		
7.0	Correspondence – n/a		
8.0	New Business Request from Babylon Lounge to advocate for new business financial assistance – specifically those attempting to open during the COVID-19 pandemic.		
9.0	Next Meeting – February 2, 2021 Adjournment 6:41pm		
	Motion: 2021-06 Moved by: T. Trist Seconded by: J. Calonego		