



Board Meeting – April 19th, 2022 – 5:30 pm
Location: Zoom Meeting

MINUTES

1. Call to Order – 5:37pm

1.1 Attendance

In Attendance: S. Kerr [Chair], E. Travis, R. Burlington, L. Sorrentino, D. Gilbert, M. Flunder, T. Allsopp, T. Baldwin, C. Guzewicz, S. Hutchison, K. Pereira

Regrets: J. Camacho

1.2 Approval of Agenda

Motion: Move the approval of the BIA Board agenda as presented.

Moved: D. Gilbert **Second:** R. Burlington **CARRIED**

2. Disclosure of Pecuniary Interest – none identified

3. Reading and confirmation of EDITED Minutes (15-Mar-2022)

Motion: Move the approval of the BIA Board minutes as presented.

Moved: D. Gilbert **Second:** E. Travis **CARRIED**

4. Vacant Executive Board Position - Vice Chair (2 mins)

Motion: Move the approval of Kaya Pereira as the new Vice Chair.

Moved: T. Allsopp **Second:** M. Flunder **CARRIED**

5. Improving Internal Communications (2 mins)

Motion: Move the development and adoption of a Block Captain program.

Moved: E. Travis **Second:** D. Gilbert **CARRIED**

6. Committees Board Member Appointments and Leadership (2 mins)

Proposed Committees:

- Economic Development (meet monthly)
- Events & Programming (meet monthly)
- Governance (meet as needed)
- Vision & Strategic Planning (meet as needed)

Board Members Volunteered:

- M. Flunder [Chair], C. Guzewicz, D. Gilbert, R. Burlington, T. Baldwin
- T. Allsopp [Chair], T. Baldwin, K. Pereira, J. Camacho
- S. Kerr [Chair], S. Hutchison, E. Travis
- S. Kerr [Chair], T. Baldwin



Proposed Committees (continued):

- Membership & Communication (meet monthly) - K. Pereira [Chair], S. Hutchison, S. Kerr, E. Travis

Motion: Move the approval of the following committees: 1) Economic Development, 2) Events & Programming, 3) Governance, 4) Vision & Strategic Planning, 5) Membership & Communication.

Moved: M. Flunder **Second:** E. Travis **CARRIED**

7. Food Truck Waiver - Cultural-themed events on June 5, 25 (**5 mins**) - Luisa Sorrentino

Motion: Move the approval of Food Truck Waivers for the Indian Food Festival and Caribbean Food Festival

Moved: D. Gilbert **Second:** E. Travis **CARRIED**

8. Overview of Event Schedule & Grant Application Results (**10 mins**) - Luisa Sorrentino

9. New Business or Notice of Motions

- T. Allsopp asked that the agendas and minutes posted on the Downtown District website be updated and checked for accuracy to ensure clear communication and accountability. Follow up on this at the next Board Meeting.

10. Adjournment – **6:28pm**

Moved: M. Flunder **Second:** D. Gilbert **CARRIED**