



**Board Meeting – February 20th 2024– 5:30 pm - 7:00**  
**Location: BIA office 1, Bridge street east, Suite 204**

## **AGENDA**

### **1. Call to Order**

1.1 Attendance - Lindsey, Garnet, Jessica, Jennifer, Nick, Leah, Emily, Rakesh, Maury, Edie

1.2 Approval of Agenda -

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

**First: Maury**

**Second: Leah**

**All in favour: Yes**

### **2. Disclosure of Pecuniary Interest**

### **3. Reading and confirmation of Minutes (January 2024) - Minutes will be presented at next board meeting**

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

**First:**

**Second:**

**All in favour:**

### **5. Message from Chair - Maury Flunder**

### **6. Executive Committee Election**

- President: Edie nominated Maury, Maury accepted and was acclaimed.
- Vice President: Lindsay nominated Edie, Edie accepted and was acclaimed. First by Jessica, Seconded by Leah
- Secretary: Jessica nominated Lindsey, Lindsay accepted and was acclaimed. First by Maury, Seconded by Jennifer
- Treasurer: Nick nominated Matt, Matt accepted and was acclaimed. First by Maury, Seconded by Lindsey

### **7. Executive Director Report – Danielle Hanoman**

### **8. Marketing & Event Debrief – Kasandra Bateman**

### **9. In Camera - Staff**



10. Matters for Approval

- Sponsorship for Caribbean Festival and Diwali Festival - Motion to approve \$10,000, \$5000 to Caribbean Festival and \$5000 to Diwali Festival - **First by Edie, Seconded by Matt - All Approved**
- Request from Public Health - Safe Needle Disposal Bin in Downtown - **Motion to Table this request. First by Maury, Seconded by Jennifer - All Approved to table to next board meeting**
- Red Grant Review - Motion to Approve Executive Director to submit application - **First by Edie, Seconded by Jennifer - All Approved**
- Parking Study - Attend February 22nd at 4pm - reference material attached

11. Review Office Space Leasing Options - reference attached versus proposed location \$1600/month

**Motion:** Move to vote on new office space

**First: Edie**

**Second: Lindsey**

**All in favour: Yes**

12. Overnight Security - Starting again until March 31st. Going back to council on February 29th 2024

13. Community Policing Office Space - Request for Funding \$4000 reference attached letter from Mark Turner. Mark Turner presented to our board to answer any questions in regards to space.

**Motion:** Approve \$4000 to fund Community Police Office

**First: Jennifer**

**Second: Maury**

**All in favour: Yes**

14. Financial update - Review Bookkeeping Service

**Motion:** Move to transfer Sage Platform to Quickbooks

**First: Lindsey**

**Second: Maury**

**All in favour: Yes**

15. Committees - establish dates and times - priorities and elect a new chairperson

- Vision & Strategic Planning – as needed - committee of the whole - Maury accepted to be chairperson
- Economic Development - Rakesh accepted to be chairperson, Matt accepted Co-chair position
- Membership & Communication - Jennifer accepted to be chairperson
- Events & Programming - Lindsey accepted to be chairperson, Leah accepted to be Co-chair
- Governance – as needed - Garnet accepted to be chairperson, Edie and Danielle accepted to be co-chairs



16. New Business or Notice of Motions

17. Adjournment