

**BELLEVILLE DOWNTOWN IMPROVEMENT AREA**  
**Board Meeting – January 15, 2019 - 5:30 pm**  
**Location: BDIA Office, 267 Front Street, Belleville**

**AGENDA**

1. Call to Order at 5:30 pm. Welcome & Introduction of 2019 Board –  
Dwane Barratt\*, (Barratt's Office Pro) Chair, Dianne Bartlett\* (Up Front Gallery), Kathryn Brown (Kate's Kitchen), Ken Harnden (Pinnacle Music Studios), Melanie Hilmi (Caper's), Sandy Musson (Tri & Run Sports), Lorne McDougal\* (McDougall Insurance), Shawn Patriquin (THEY Integrated), Serrotos Ramos Abraham (Chilangos Mexican Restaurant, Tara VanDijk\* (Belleville Club), Councillor Ryan William (City of Belleville representative).  
\*Those returning for another term.
2. Approval of the Agenda
3. Declaration of pecuniary interest and general nature thereof
4. Deputations:
  - a) Holly Dewar, Chair – 2019 Downtown DocFest
5. Approval of November 21, 2018 Board Minutes
6. Business Arising from Previous Minutes –
  - Member 365 Recommendation
7. Chair's Report – Dwane Barratt
8. Treasurer's Report –
  - BDIA 2019 Approved Budget
  - Financials – Comparative Balance Sheet, Comparative Income Statement, November 1 – 30, 2017/18, Comparative Income Statement, Jan 1 – November 30, 2017/18, Cheque Register November 1-30, 2018
  - Financials – Comparative Balance Sheet, Comparative Income Statement, December 1 – 31, 2018/18, Comparative Income Statement, Jan 1 – December 31, 2018.18, Cheque Register December 1-31, 2018
9. Staff Reports – Hazel Lloyst, Marijo Cuerrier
10. New Business –
  - a) Election of Executive Committee - Chair, Vice-Chair, Treasurer, Secretary
  - b) Establish a By-law/Constitution Committee (mandated to have new one in place by March 31, 2019)
  - c) Approval of 2019 Savour the Chill Budget
  - d) Increasing Capacity – establishing an HR Committee (Adhoc)
  - e) Branding & Marketing
  - f) Schedule of Future Meetings – Motion to approve meeting schedule
  - g) Approval of Board Committees – Infrastructure, Parking, Seasonal Lighting, Banners, Business Retention & Expansion, Retail & Promotion, Governance, other

h) Appointment of Directors to BDIA Board Committees

11. Correspondence –

- a) Request to Brian Cousins, Director/Treasurer, City of Belleville – re 2019 Tax Levy in the amount of \$275,000
- b) Request to Matt MacDonald, Director of Corporate Services/City Clerk, City of Belleville re Amendment to a By-law to Appoint Members to Boards, Committees and Special Committees.
- c) OBIAA 2018 edition BIA Operating Reference Binder – distributed to members electronically
- d) Development & Construction Sector BR&E Report Breakfast Invitation – Elisha Purchase, Development & Tourism Assistant, Economic & Strategic Initiatives, City of Belleville

12. In-Camera session

- a) MFIPPA/Lawyer's response
- b) Staffing Discussion

14. Next Board meeting –

15. Adjournment