

MARKHAM VILLAGE B.I.A.
REGULAR BOARD MEETING MINUTES
January 26, 2023 9:00 AM
Via ZOOM Videoconference
Approved February 16 2023

Present:

Paul Cicchini (Chair)
Michelle McDermott
Councilor Karen Rea

Brian Rowsell (Secretary)
Tony Paul
Aly Daya

Staff: Heather Cook
Phil Howes

1. CALL TO ORDER

The meeting was called to order at 9:04 a.m. by Chairman Paul Cicchini.

2. DECLARATION OF TAX AND ENVIRONMENTAL OBLIGATIONS

The board was advised by the Chair that to the best of his knowledge and abilities the BIA is meeting all taxation and environmental obligations.

3. DISCLOSURE OF PECUNIARY INTEREST

The Chair requested that Board Members advise of any conflicts of interest as they arise throughout the meeting.

4. ADOPTION OF THE MINUTES OF NOVEMBER 24, 2022, MEETING

Motion to approve the minutes of November 24 by Michelle McDermott, seconded by Tony Paul. Carried.

5. FINANCIAL REPORTS – 2022 INTERIM OPERATING RESULTS

The interim operating results for the period ended December 31 were presented which show a deficit on operations of \$43,657 for the year. There are further accruals to be recorded. There were no other significant variations from budgeted expectations to date.

Heather advised the board that she is expecting grants for approved expenses in setting up the tourist information hub and media center. We are expecting \$25,000 from My Main Street and \$40,000 from the Federal Economic Development Grant.

6. 2023 BUDGET

Preliminary work has begun on the preparation of a budget for approval of the BIA members at the next scheduled Annual General Meeting. The budget must be prepared and approved by the board of management prior to the submission to the members. Councilor Rea advised that we needed to budget more for permits from

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the City and allow time for approval of temporary structures.

7. 2022 ANNUAL GENERAL MEETING

The date for holding of the Annual General Meeting for the 2022 operating year was discussed. It was agreed to call the meeting for March 28, 2023.

The AGM will be important due to the requirement to elect a slate of directors and officers for the four-year term coinciding with the term of city council. If all current directors are willing to stand for re-election there is still space for 2 more directors. It was agreed that we would start canvassing for new directors, and contact the city clerk's office for any assistance in holding and certifying the actual election at the meeting.

8. EVENTS AND OPERATIONS UPDATE

MARKHAM VILLAGE MUSIC FESTIVAL

Heather reported that the Music Festival committee is considering reducing the period of time that Main Street will be closed for the 2023 festival, by closing the street only on Saturday, and not closing the street on Friday evening.

SCIENCE RENDEZVOUS

No communication has been received yet from York University regarding this event.

LOGISTICS PROBLEMS

It is getting increasingly difficult to deal with external vendors and some suppliers who are requesting that they be able to transact with the BIA via e-transfer, debit or credit card. We have our own credit card for expenditures but we are not able to take receipts except by cash or cheque. In the past we have been working around this issue but it is very time-consuming, and perhaps not as secure as we would like.

9. GENERAL DISCUSSION

TRUCK TRAFFIC: Chairman Paul once again reported that there is a significant increase in unlawful truck traffic using Main Street.

10.

BIA GIFT CARD

Aly made a suggestion based on his experience with another BIA (Oakville) where he has a business located, and where a Gift Card program has been implemented. Heather will look into this and report further.

ADJOURNMENT – The meeting adjourned at 9:54 am

NEXT MEETING – February 16, 2023 9:00 am