

MARKHAM VILLAGE B.I.A.
REGULAR BOARD MEETING MINUTES
June 9, 2022 9:00 AM
Via ZOOM Videoconference
Approved July 21 2022

Present:

Paul Cicchini (Chair)
Michelle McDermott
Councilor Karen Rea
Aly Daya

Brian Rowsell (Secretary)
Tony Paul
Councilor Andrew Keyes
Danny Imbrogno

Staff: Heather Cook
Phil Howes

1. CALL TO ORDER

The meeting was called to order at 9:10 a.m. by Chairman Paul Cicchini.

2. DECLARATION OF TAX AND ENVIRONMENTAL OBLIGATIONS

The board was advised by the Chair that to the best 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. RECEIPT OF AUDITOR'S REPORT FOR FISCAL 2021 AND APPROVAL OF MANAGEMENT REPRESENTATION LETTER

Draft Financial Statements for the year ended December 31, 2021, as prepared by the audit firm KPMG have been received for review. Motion to approve the draft Financial Statements for the year ended December 31, 2021 and authorize the Chair to execute the management representation letter by Councilor Keyes, seconded by Tony Paul. Carried.

5. INSURANCE QUOTATION RECEIPT OF THE MINUTES OF ANNUAL GENERAL MEETING March 16,2022 MEETING

We have received a quotation from Ensuroco for Tenants Legal Liability and General Commercial Liability totaling \$4,307.40. Motion to approve the insurance quotation and get insurance placed by Councilor Rea, seconded by Tony Paul. Carried

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6. FINANCIAL REPORTS – 2022 INTERIM OPERATING RESULTS

The interim operating results for the period ended April 30 were presented. We are still waiting for payment from Destination Markham for grants that were approved and accrued in 2021. Councilor Rea offered to bring it up with the accounting staff when she next at the office.

7. LEASE RENEWAL – 132 ROBINSON STREET

Our landlord has submitted a lease renewal agreement extending the lease on the BIA office at 132 Robinson Street for a further 5 years ending November 30 2027, Motion to accept the Lease Renewal Agreement and authorize staff to execute the agreement by Aly Daya, seconded by Tony Paul, Carried

8. OPERATIONS UPDATE

Heather provided an update on the upcoming events which are starting with the Markham Village Music Festival next weekend – June 17 & 18. Discussion was held on the need to ensure BIA members are best prepared to take advantage of this event and what steps we can take to assist.

Music On Main will be starting on the Friday after the Music Festival – June 24, and will feature performances at 3 locations, running from to 9 pm.

The first of planned monthly Sidewalk Sale events will be happening on Saturday June 25. They will be retail centered and will emphasize a carnival-type theme with supporting mixed media promotion in order to create some energy on the street.

A full-page ad in the Economist & Sun is scheduled for the June 22-23 issue which will featured all of the Main Street Markham events.

9. IN-CAMERA SESSION

The meeting moved to an in-camera session at 9:49 am to discuss a confidential matter

ADJOURNMENT – The meeting adjourned at the end of the In-Camera session.

NEXT MEETING – July 21, 2022 9:00 am