

City of Port Colborne
Downtown Business Improvement Area

Date: Wednesday, November 22, 2023
Time: 6:30 pm
Location: BIA Office- Main Training Room, Port Cares Admin Building
92 Charlotte Street, Port Colborne, L3K 3E1

Members Present: R. Poisson
A. Crognale
S. Nuziato
S. Armstrong
B. Terreberry

Staff Present: O. Loeffen, Business Community and Events Ambassador

1. Call to Order

Olga Loeffen called the meeting to order at 6:31 p.m.

2. Adoption of Agenda

Moved By Rosmari Poisson

Seconded By Ben Terreberry

That the agenda dated November 22, 2023, be approved as circulated.

Carried

3. Disclosures of Interest

4. Approval of Minutes

No minutes to approve.

5. Staff Updates

6. Order of Business

6.1 Election of Officers

No members nominated themselves for the position of treasurer.

That Rosemari Poisson be elected to serve as Chair, for a term ending on November 22, 2026.

Moved By Anna Maria Crognale

Seconded By Ben Terreberry

Carried

That Anna Maria Crognale be elected to serve as Vice-Chair, for a term ending on November 22, 2026.

Moved By Rosmari Poisson

Seconded By Sarah Armstrong

Carried

That Sara Nunziato be elected to serve as Secretary, for a term ending on November 22, 2026.

Moved By Rosmari Poisson

Seconded By Ben Terreberry

Carried

6.2 Hiring of Staff

Board agreed unanimously to hire a part-time bookkeeper.

Appointment of three Directors with signing authority to the TD banking account. Cheques issued by the Board shall be signed by two Directors with signing authority.

Nominations for TD Bank Account Co-signers, 1. Rosemari Poisson 2. Anna Maria Crognale and 3. Sara Nuziato.

Moved By Ben Terreberry

Seconded By Sarah Armstrong

Carried

6.3 Grants

Olga Loeffen (BIA Liaison) reminded board/business owners about the Canada Summer Program and application deadline in January, as well as the City of Port Colborne Community Grant.

6.4 Business Lighting Contest Prizes

Update from Rosemari that the Business Lighting Contest winners prizes will be a photo of their business captured by Chris DeLaat.

6.5 Monthly Meeting Date Proposal

Olga Loeffen (BIA Liaison) shared a recommendation from the Clerks Department for monthly meetings to take place on the 3rd Wednesday of each month. Board agrees for January the meeting will be held of the 24th.

7. New Business

Discussed if signing up for online banking is an option to have the ability to view past cheques.

8. Adjournment

8pm

Moved By Rosemari Poisson

Seconded By Anna Maria Crognale

Carried