



**Board Meeting Minutes | Wednesday January 13<sup>th</sup>, 2021**  
**Via Zoom**

**Attendance:** Norbert Gieger (N.G.), Kerrie Haynes (K.H.), Jesse Boles (J.B.), Rob Carter (R.C.), Karen Donnelly (K.D.), Ed Cleveland (E.C.), Amy Thibodeau (A.T.)

**Members:** Leslie Stafford, Larry, Beverly, Greg Poisson, Kyla Pennie, Bonnie Bears, Anna Maria Fazzari

**Staff:** Mary-Lou Ambrose-Little.

**Guest:** Amber LaPointe (City Clerk)

**Regrets:** Donna Kalalief (Councilor), Michelle Benest-Tanner

**Welcome**

Vice Chair Norbert Gieger welcomed everyone to the meeting and had everyone go around the table and introduce themselves.

**Call to order**

The meeting was called to order at 6:40pm by Vice Chair Norbert Gieger.

**Declaration of pecuniary interest**

None.

**Approval of agenda**

Motion to: "Approve Agenda" Moved by: N.B; Seconded by: K.H. CARRIED

**Approval of minutes**

Motion to: "Approve of Minutes of the 2020 Downtown Port Colborne AGM, November 2020 Board Meeting and November 2020 Budget Meetings in Block, " Moved by: N.G; Seconded by: K.H.. CARRIED  
No Errors or Omissions

**Special Presentation:**

None

**Business arising**

Appointment of the Interim Chair

Motion to: "to appoint Jesse Boles as Chair for the balance of the Term. " Moved by: N.G; Seconded by: K.H.. CARRIED

At this point Jesse Boles assumed the Chair for the balance of the meeting.



## **REPORTS**

### **Treasurers Report:**

Treasurer discussed updating signing authorities with TD Canada Trust to the Chair, Vice Chair and Treasurer and remove all former signing authorities.

Motion to: "That the chair direct TD Canada Trust to update signing authorities to J.B, N.G and K.H, "

Moved by: K.H; Seconded by: N.G.. CARRIED

Treasurer discussed that there were a number of cheques pre-signed by the former chair and that we establish a policy that no cheques are to be pre signed and that the treasurer be directed to securely destroy the pre-signed cheques.

Motion to: "Motion to establish the above policy., " Moved by: K.H; Seconded by: N.G.. CARRIED

### **Chair Report:**

Attached

### **Staff Report:**

Attached

Motion to: "Motion to move all report in block" Moved by: N.G.; Seconded by: R.C.. CARRIED

Resignation Letter of Robert Phillips.

### **New Business:**

Motion to: "Accept the Resignation of Betty Konc." Moved by: N.G.; Seconded by: K.H... CARRIED

Motion to: "Accept the Resignation of Robert Phillips" Moved by: N.G.; Seconded by: K.H.. CARRIED

Appointment of Board of Directors (4 Vacancies)

City Clerk, Amber LaPointe conducted the election by secret ballot via email to fill the 4 vacancies. Elected to the board are Karen Donnelly, Ed Cleveland, Amy Thibodeau and Alicja Kniffen.

The Chair welcomed the new board members and thanked them for their commitment to their community. Discussion was had on the establishment of committees as a key to success in carrying out the work of the BIA. The committees required would include Strategic Planning, Governance, Events and Marketing among others ad hoc committees established as necessary. Several members expressed



## Downtown Port Colborne BIA

Board of Management

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interest in various committees and the chair asked everyone to put some thought into this for the next meeting. The Chair also made mention that he is pleased to see so much engagement from the membership and looks forward to working with each and every one of them to advance and better the downtown.

Adjusted Meeting Dates are to be discussed and a survey circulated in advance of the next meeting to decide on future meetings times to hold our monthly board meetings.

*Adjournment: Motion to Adjourn made at 8:30pm by K.H., Seconded by K.D. CARRIED*

### NEXT MEETINGS

**Wednesday February 10<sup>th</sup>, 2021 at 6:30pm**  
**Via Zoom**

#### Attachments:

- Staff Report
- Budget
- Treasures Report