



**2022 Downtown Port Colborne BIA
Annual General Meeting (AGM)
Thursday, January 26, 2023 – 7:00 PM
In Person
92 Port Cares Administration Building Board Room
DRAFT MINUTES**

Attendance: Jesse Boles, Taylor Mynlieff, Ed Cleveland, Norbert Gieger, Rosemari Poisson, Morgan Adams and Anna Maria Crognale.

Staff: Mary-Lou Ambrose-Little.

Regrets: **Larry Beverly**, Michelle Benest-Tanner, Sarah English, Councillor Mark Bagu, and Harry Hamilton.

Guests: Nicole Rubli, Olga Loeffen, Rick Hall, and Christina Szymanis.

Jesse Boles, Chair welcome everyone to the meeting and announced that there is a quorum.

Call to order

The meeting was called to order at 7:16 PM.

Declaration of pecuniary interest

None.

Approval of the 2022 AGM agenda

Motion: "to approve the agenda. Motion by: Taylor Mynlieff; Seconded by: Rosemary Poisson
Carried

Approval of the 2021 AGM minutes

Motion: "to approve the minutes of the 2021 AGM." Motion by: Rosemari Poisson; Seconded by: Taylor Mynlieff. Carried

Business arising

None

2023 Budget Proposal

Taylor Mynlieff presented the 2023 budget and highlighted what had been determined at the recent board meetings. The addition of grant money and the success of the farmers market has allowed the board to provide the opportunity to complete more beautification, art, and winter events.

The bank accounts will be merged into one to save costs as the audit was costing more. Market MOU has been renewed for three years. The tax levy is \$75,000; the Revenue: is \$158,500; the are Expenditures: \$150,500 Profit/Loss: \$8,000. A copy of the 2023 Budget is attached.

Motion: "to approve the minutes of the 2020 AGM." Motion by; Rosemari Poisson. Seconded by: Ed Cleveland. Carried.

Reports

Treasurer's Report

Taylor Mynlieff reported that 2022 has been a successful year with lots of great projects. The separate market account will be merged with the main account to save dollars on the audit.

Chair's Report

Jesse Boles commented that 2022 has been a very successful year as changes were made in the Covid years. The success of the farmers' market has contributed to more business and foot traffic downtown. The City has renewed the MOU for 2023 to 2025, a three-year term. Grant writing has allowed the BIA to take on more beautification initiatives and enhance downtown events. The string lights will be installed shortly as Weinman Electric can provide the necessary safety features and has the proper equipment to install them. The mural, with safety lighting and street art, has been received well in the community. The selfie frame and tree lighting were also great additions to the winter season. The market shed was installed at the market square in October which allows market and event equipment to be stored safely. Projects to complete include coal hatches, sidewalk art, painting the shed, umbrella alley, and more murals.

Jesse thanked everyone for their support and hard work this year to keep moving forward.

Staff Report

Refer to the attached report for complete details. 2022 was another very successful year with the Farmers' Market, Harvest Festival, and Winter Wonderland events as an enhanced Christmas selection. Many of the merchant events such as FaLaLa, the Christmas Open House, and Moonlight Madness. Special thanks to Sarah English who has done a very nice job of improving social media, branding the look, and continues to work on the new website to reflect today's vision.

Mary-Lou thanked Sarah English for her work in developing the new website and branding other social media.

Motion to: "accept all reports in the block." Motion by: Ed Cleveland Seconded by: Norbert Gieger. Carried

Election of the Board of Management (Directors)

A slate of directors was presented as follows: Jesse Boles, Norbert Gieger, Taylor Mynlieff, Morgan Adams, Ed Cleveland, Rosemari Poisson, Larry Beverly, Anna Maria Crognale, and Harry Hamilton.

"Any other nominations" was called 3x and no other nominations were brought forward.

Motion to "appoint the following to the Downtown BIA for a four-year term of office - Jesse Boles, Norbert Gieger, Taylor Mynlieff, Morgan Adams, Ed Cleveland, Rosemari Poisson, Larry Beverly, Anna Maria Crognale, and Harry Hamilton

Motion by Rosemari Poisson; Seconded by, Taylor Mynlieff. Carried.

Other Business

Clerk Nicole Rubli will work with staff to develop a procedural option for hybrid virtual/in-person meetings. It has been strongly recommended that both BIA's work in partnership with Economic Development and the Environmental Committees.

Appointment of the Auditors

Motion to: "appoint Grant Thornton L.L.P., as the BIA's auditors for 2023." Motion by: Jesse Boles; Seconded by: Taylor Mynlieff. Carried

Adjournment

Motion to: "adjourn the meeting." Motion by: Taylor Mynlieff; Seconded by: Jesse Boles. Carried.

Adjourned at 8:08 PM

All present were invited to stay for a Special Board Meeting to discuss some items which need to be dealt with.

NEXT MEETING**Regular Board Meeting**

To be discussed at the Special Meeting, following this meeting