



**2021 Downtown Port Colborne BIA
Annual General Meeting (AGM)
Monday, January 17, 2022 – 7:00 PM
Zoom Meeting
MINUTES**

Attendance: Jesse Boles, Taylor Mynlieff, Michelle Benest-Tanner, Ed Cleveland, Alicja Kniffen, Councillor Donna Kalailieff and Councillor Mark Bagu.

Staff: Mary-Lou Ambrose-Little.

Regrets: Norbert Gieger.

Guests: Larry Beverly and Anna Maria Crognale.

Welcome,

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 7:08 PM.

Declaration of pecuniary interest

None.

Approval of 2021 AGM agenda

Motion: “to approve the agenda. Motion by: Michelle Benest-Tanner; Seconded by: Ed Cleveland. Carried

Approval of 2020 AGM minutes

Motion: “to approve the minutes of the 2020 AGM.” Motion by Ed Cleveland; Seconded by: Michelle Benest-Tanner. Carried

Business arising

None

2022 Budget Proposal

Taylor Mynlieff reviewed the budget which had been presented at the October 2021 meeting. The budget has been increased by \$10,000 which will increase the levy. The success of the farmers’ markets will allow the board to take on some new projects and events. A Healthy Communities grant of \$36,000 and a Job Creation grant of \$5,000 will assist with completing more projects. A copy of the 2022 Budget is attached.

Motion: “to approve the minutes of the 2020 AGM.” Motion by: Michelle Benest-Tanner. Seconded by: Alicja Kniffen. Carried

Reports

Treasurer's Report

Taylor Mynlieff reported that 2021 has been a successful year with lots of great projects completed or closed. New computers, printers, and website are the next items to be purchased. Taylor, Jesse, and Mary-Lou will take on the task.

Chair's Report

Jesse Boles commented that 2021 has been a very successful year despite Covid-19. The success of the farmers' market has been contributed to more business and foot traffic downtown. Jesse thanked everyone for their support and hard work this year to keep things going.

Staff Report

Refer to the attached report for complete details. The 2021 year was very successful as the Farmers' Market, Harvest Festival, and Christmas events all successful. Mary-Lou Ambrose-Little thanked the Board for their support. With the hiring of a Marketing & Events Coordinator, staff will be able to do more in the social media, events, and website.

Motion to: "accept all reports in the block." Motion by: Michelle Benest-Tanner; Seconded by: Ed Cleveland. Carried

Appointments to the Board – one year term (4 vacancies)

Amy Thibodeau, Rob Carter, Karen Donnelly, and Michelle Benest-Tanner have resigned and four new BIA members are willing to step forward, Tracy MacLeod, Rosemari Poisson, Larry Beverly, and Anna Maria Crognale.

On behalf of the Board, Jesse Boles thanked Michelle for all her work, dedication, and support over the last four years. Michelle Benest-Tanner replied with a thank you and has indicated she may volunteer and attend meetings as her schedule permits.

Motion to "appoint Tracy MacLeod, Rosemari Poisson, Larry Beverly, and Anna Maria Crognale for a one-year term." Motion by Ed Cleveland; Seconded by Alicja Kniffen. Carried.

Other Business

Mary-Lou Ambrose-Little reported that the BIA has the opportunity to develop a Strategic Plan through OBBIA and OMAFRA. She has requested that two BIA members join her in this training.

Appointment of the Auditors

Motion to: "appoint Grant Thornton L.L.P., as the BIA's auditors for 2022." Motion by: Larry Beverly; Seconded by: Ed Cleveland. Carried

Adjournment

Motion to: "adjourn the meeting." Motion by: Taylor Mynlieff; Seconded by: Larry Beverly. Carried.
Adjourned at 7:41 PM

**NEXT MEETING
Regular Board Meeting
Monday, February 1, 2022, 7:00 PM**