

Port Credit BIA

Board of Directors Meeting
Wednesday, January 31, 2018
6:30 pm
Clarke Memorial Hall

DRAFT
Minutes

Board Members	John Bozzo, Brenda McGarrell, Jake Pedler, Peter Whitaker, Mona Abdullahi, Claudette Hope-Edwards, Howard Klein		
Regrets	Theresa Baird, Ric Cooper, Marion Morewood		
Guests	Nina Tsougious, Owner - Door 55; Jason Campbell, Modern Theory Institute Representatives from Edenshaw Development (25 Park St. E.) Sean Donovan, Adam Simken, David McComb		
Staff	Ellen Timms, Amber Pajtasz, Beatrice Moreira	Minutes by:	ET

Item Description
Call to Order – 6:30pm
Welcome – Howard Klein for Ric Cooper
Declaration of Pecuniary Interest – none
Approval of Agenda – Peter Whitaker moved. Seconded by Jake Pedler
<p>Approval of Previous Meeting Minutes –</p> <p>MOTION: That the minutes of the meeting of November 29, 2017 be approved. Moved: John Bozzo Second: Claudette Hope-Edwards</p> <p>Actions arising from minutes:</p> <ol style="list-style-type: none"> 1. Code of Conduct – bring forward to committee 2. Staff to email Councillor for update on repair of decorative pole power source – complete 3. Staff to request Councillor to set up meeting with Lakeshore Corridor Transportation Study Consultant – waiting for meeting date 4. Councillor to arrange meeting with City staff to present planning report created by Eli Aaron. - incomplete
<p>Deputation from Edenshaw Development: 15 storey condo development adjacent to Vimy Park – 25 Park St. E. -</p> <p>Executive Report: A moment of silence in respect to the late Councillor Jim Tovey. BIA open house well attended and successful. BIA Photo Contest – 26 applicants – top photos will be featured in the directory.</p> <p>Staff Report: OBIAA Conference - April 15-18 in Collingwood – Howard Klein requested that board members refrain from attending conferences if not planning to let name stand for re-election 2019-2022.</p> <p>Staff proposed attending the National Conference in Kelowna, BC in lieu of Festival and Events Conference. No objections.</p> <p>Southside Shuffle Street Shuffle time change – ACTION: Staff to poll membership regarding earlier road closures and report to Southside Shuffle Board. Amber to send out email.</p> <p>Comedy Fest – February 15-18. Ticket sales going well. Open House – very well attended. Farmers Market – Notice in upcoming Village Times, will be hand delivered to neighbouring residents.</p>

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Confirm electronic motion from January 23, 2017:

Moved by Ric Cooper and seconded by Marion Morewood that the PCBIA contribute up to \$1,000.00 of the Miscellaneous Sponsorship budget to support the Tribute to Jim Tovey.
CARRIED

John Bozzo questioned Ric Cooper, Chair making motion. ACTION: Ellen Timms to check with City Clerk.

Community dinner was well-attended and received very positive feedback.

Committee Reports:

Transportation Committee WVP – Phase one of remediation. 7am-5pm Monday for Friday. 150 Trucks daily, enter Benson, Exit Mississauga Road. City wants to see more public streets. City wants Benson Road throughway. MiWay is not currently interested in entering the district. City would like main street to campus area. Next meeting January 21, 2018.

City of Mississauga: City Council will appoint an interim Councillor to take over Ward One issues until the election of next Council.

Strategic Planning: Motion to approve 2018 revision – bring forward to February

Financial Report – Budget 2018

Ratify Motion:

Moved by Howard Klein and seconded by Ric Cooper that the PCBIA approve the 2018 Budget with the amended 2017 under levy figure of \$44,997.48 as provided by the City of Mississauga. The levy for 2018 will be \$856,533.00.

CARRIED

PCBIA 2018 Budget

Revenues

	<u>Budget</u>	
	<u>t 2018</u>	
Levy	856533	103.488%
Underlevy (levy adjustments)	44,697	
Student Grant	9200	
Project Sponsorship	40000	
Grants	50000	
Associate Membership Dues	3000	
Vendor Fees	45000	
Miscellaneous BIA Income		
Misc. Project Income)	25000	
Transfer from Reserves	10,000	

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	994,03
Total Revenue	6

Expenses:

	187,08
Salaries	0
Student wages	6,000
Health Benefit	3,500
Payroll Deductions	14,500

Office and General Expense:

Rent	13,981
Phone, Fax, Mobile, Internet	6,300
Insurance	4,500
Repairs, Maintenance	11,600
Supplies	3,500
Travel	800
Meeting Expenses	5,000
Public Relations	1,100
Memberships	1,400
OBIAA	2,000

Professional Services:

Professional Fees - Audit	4,000
Bookkeeping Services	9,600

Finance Fees:

Bank Charges	400
HST Adjustments	

	275,26
Total Office and General Exp.	1

Street Appeal

Landscape and Décor including litter and maintenance	200,00 0
Banners	30,000

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Entryway or heritage signs	20,000		
	250,00		
Total Street Appeal	0		
<u>Development & Marketing</u>			
Advertising and Marketing	50,000		
Promotional Materials	3,500		
Highway Sign	4,675		
Events & Campaigns	25,000		
Networking/Training/Conferences	17,000	staff and member	development
Website - hosting and development	2,500		
Bus Wrap	38,000		
Total D&M \$140,675			
<u>Project and Event Expense:</u>			
Comedy Festival	30,000	15,000	Levy Portion
Farmers Market	30,000	15,000	
Lighting of the Lighthouse	150,50		
Busker Fest	0	45,000	
Business Awards	2,500	1,000	
Walk of Fame	5,500	2,000	
Food Drive	25,000		
Caroling-in-the-Park	4,000	2,500	
	247,50		
Total Project Expense	0	80,500	
<u>Event Sponsorship:</u>			
Marathon	2,000		
MWF	17,500		

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Canada Day	20,000	
Boat Show	5,000	
Southside Shuffle	20,000	
Art Fest	5,000	
Arts on the Credit events	3,500	
Misc Opportunities	1,000	
Christmas at the Lighthouse	5,000	
Total Sponsorship	79,000	
Capital:		
IT Software/Hardware	1,000	
Furniture & Equipment	600	
Leasehold Improvements		
Total Capital	1,600	
Transfer to Reserves		
	994,03	
Total Expense	6	
Net Income (Deficit)	0	
New Business –MOTION		
Moved by John Bozzo seconded by Peter Whitaker that the PCBIA provide a letter of support for the Edenshaw development.		
CARRIED		
2018 Meeting Dates		
Feb 28/18	June 27/18	December to be determined.
Mar 28/18	Sept 26/18	
Apr 25/18	Oct 31/18	
May 30/18	Nov 28/18	
Adjournment – Peter Whitaker and Jake Pedler		