

Board of Directors Meeting
Wednesday, May 29, 2019
6:30pm
Clarke Hall

Minutes

Board Members	Brenda McGarrell, Jake Pedler, John Pappas, Lydia Ordoñez-Niles, Elsinore Blas, Ric Cooper, Ann Ivy Male, Nina Tsougios, Claudette Hope-Edwards		
Regrets	Scott Higginson		
Staff	Anita Kovacevic, Beatrice Moreira-Laidlow	Minutes by:	AK
Item #	Item Description		
1.	Call to Order – 6:34 pm		
2.	Welcome		
3.	Declaration of Pecuniary Interest		
4.	Approval of Agenda – Ric Cooper, Lydia Ordoñez-Niles		
5.	Approval of May 2019 Meeting Minutes -- Lydia Ordoñez-Niles, Nina Tsougios Lydia Ordoñez-Niles asked that previous minutes reflect her question regarding bookkeeper as “We as a board, will we discuss the emails from the bookkeeper”.		
6.	6:35 pm— Councillor’s Report- Stephen Dasko <ul style="list-style-type: none"> • Concrete structures on Lakeshore and Stavebank Rd were removed • The intersection should be completed in the next 2 weeks, but weather can be a setback • Left turn should stay permanent • There is a potential for an Elizabeth Street advance light and a cycling pedestrian bridge to ease traffic and congestion • Cycling project still in review • Parking in Lieu funds may be used for expanded parking structure at the PC Library • A consideration is that it be a parking and retail combined space- foundation problems of the past have been resolved with better technology • Mural project on Stavebank—there is potential to fund a projector for that wall • It is important to scope projects for East side of Port Credit and following signage by-laws is important 		
7.	6:50 pm- Chair’s Report– Jake Pedler <ul style="list-style-type: none"> • Key meeting took place with bar owners and police • The outcome of that meeting is to keep the ball moving forward with positive connections with the festivals • The BIA thanked the festival committees for their work at this meeting • With outlined BIA policies, there is more clarity • For example, when financial decisions need to be made quickly, etc. • There will be a hiring process for a new bookkeeper 		

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	<ul style="list-style-type: none"> • The Keep PC Clean Campaign is in full swing and the streets are getting cleaner and members are recognizing the hard work • Reminder to the Board and Staff that BIA items need to remain confidential, and we all need to remain consistent on our decisions and how we speak about them- unity is key
8.	<p>7:05 pm-- Staff Report-- Anita Kovacevic</p> <ul style="list-style-type: none"> • Anita apologized to entire Board for Vacation miscommunication and promised better transparency and revised system for personnel related items • Main focus is to complete revision of website, see beautification updates • Revising policies will be focus in upcoming meetings • Looking to find sponsorship for mural projects and BIA art animation for the corridor • Items are within budget as reflected in Staff Report • Daily operations are a focus with attention paid to planning new BIA Art event, along with ensuring enhanced Member communications are maintained • Anita will be stepping out to visit businesses weekly and introduce herself as the new GM and speak about the new strategic plan items to members directly
9.	<p>7:15 pm- Overview of BIA Committee Meetings</p> <ul style="list-style-type: none"> • Beautification committee report- banners have been put up • Planters had a complaint that they interfered with bike traffic on multi-use trail • Utility box wraps are being quoted for design • A 22 ft bench has been ordered where the concrete bench was located • There will be implemented a seasonal banner change program • Sponsorship cheque for MWF was forwarded to committee
10.	<p>7:40 pm New Business –</p> <p>Vote on Relocation of Office- Motion made by Ric Cooper to begin process to negotiate a lease with owner of 217 Lakeshore E. with intent to move office within the allocated \$20,000 yearly lease amount and for the Board to have a 24 hour window for an approval prior to signing lease agreement; seconded by Nina Tsougiou; motion passed</p> <p>Vote on Enhanced Security Initiative- In regards to summer 2019 (July 5 – Sept 1), the following is a breakdown of the cost for 2 officers, 9pm-3am, Friday and Saturday nights (and Sunday nights on long weekends).</p> <p><u>Dates:</u></p> <p>July 5/6, 12/13, 19/20, 26/27, Aug 2/3/4, 9/10, 16/17, 23/24, 30/31/Sept 1</p> <p>Total days = 20 Total Paid Duty hours = 240</p>

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	<p>Total Cost = \$25,139.20*</p> <p>The intent is to email bar, restaurant owners to pitch in \$1000 each for paid duty; eateries would be charged \$500 each.</p> <p>There was a conflict of interest noted and Restaurant owners on the Board, Jake Pedler, John Pappas, and Nina Tsougios, stepped out for the vote.</p> <p>A motion was made by Ric Cooper to accept the enhanced security initiative where the PCBIA would match pooled funds from the businesses to a maximum of \$10,000 was made and the mapping of the paid duty to include the East end overseen by Ric Cooper and Jake Pedler was made; seconded by Claudette Hope-Edwards, motion passed.</p> <p>Vote on Basecamp- Motion made by Jake Pedler to continue using Basecamp; seconded by Elsinore Blas, motion passed.</p> <p>MWF Media Launch Farmers Market opening June 8th Jake Pedler Justice Luncheon Grant Applications Update Board Meeting Schedule for Summer</p>
11.	<p>Adjournment- 9:10 pm – Claudette Hope-Edwards, Lydia Ordoñez-Niles</p>