



Board of Management of Oshawa Downtown Business Improvement Area - City of Oshawa General Meeting
Virtual Board Meeting
June 25th, 2020
8:00 AM

Our condensed BIA Objectives are to:

- Beautify, enhance, preserve, and develop opportunities that showcase and create economic development and jobs.
- Promote, market, create pride in the community that enhance the quality of life and community well-being.

PRESENT: A. DESILVA, C. MALACHOWSKI, G. GILLETT, I. LABRICCIOSA, M. BOWLES, M. HUNTER, R. KERR, P. STOETT, I. MUSIAL, S. LUPTON, A. MITTONI
REGRETS: J. SIGUA

AGENDA

1. Welcome – Call to Order
2. Open of General Meeting
3. Acceptance of Agenda
 - I. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ACCEPT THE AGENDA AS PRESENTED**
 - + **1ST G. GILLETT**
 - + **2ND I. MUSIAL**
 - + **CARRIED**
4. Declaration of Conflicts
5. Approval of Minutes
 - a. Minutes of Board meeting of June 16th, 2020
 - II. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA APPROVES THE MEETING MINUTES OF JUNE 16TH, 2020, AS WRITTEN.**
 - + **1ST M. HUNTER**
 - + **2ND P. STOETT**
 - + **CARRIED**
6. Report of the Chair I. Labricciosa
 - III. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA APPROVES THE VERBAL REPORT OF THE CHAIR AS PRESENTED.**
 - + **1ST M. BOWLES**
 - + **2ND G. GILLETT**
 - + **CARRIED**
7. Status Report of the BIA Office Administration A. Mittoni
 - IV. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA APPROVES THE VERBAL REPORT OF THE OFFICE MANAGER AS PRESENTED.**
 - + **1ST M. BOWLES**
 - + **2ND C. MALACHOWSKI**
 - + **CARRIED**
8. Board Administrative Issues (Open Discussion) I. Labricciosa
 - a. Increasing Member Transparency (Information Sharing)

- i. Website Information & Email
 - I. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA PUT THE FULL NAMES OF EACH BOARD MEMBER ON THE WEBSITE.**
 - + **1ST R. KERR**
 - + **2ND M. BOWLES**
 - + **CARRIED**
 - ii. Release of Member Requested Board Meeting Minute Information
 - iii. Sending Meeting Agenda & Materials to City Clerk
- b. Improving Member Facing Communication
 - i. Post Decision Communication
 - ii. Board Contacting Member Roster
- c. Committee Organizations To Communicate Change
 - i. Kay Matthews - OBIA
 - ii. Simone Gill - Invest Durham
 - iii. TD Bank – Signing Authority
 - iv. Kim Lepine – Carea
 - i. Others

I. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA APPROVES THE DISCUSSION AND DECISIONS PRESENTED.

- + **1ST G. GILLETT**
- + **2ND M. BOWLES**
- + **CARRIED**

9. Committee reports

- a. Economic /Beautification Update G. Gillett/J. Sigua
 - i. Winter festival of Lights - Payable
- b. Governance Update M. Hunter
 - i. Integrity Commissioner City Report
 - ii. BIA Ex-officio Board Member Status
- c. Marketing and communications Update M. Bowles
- d. Community development Update C. Malachowski
 - i. Welcoming Streets
 - ii. RAD (formerly called Stop gap) /grant
- e. Events Review A. DeSilva
- f. Finance and Audit I. Labricciosa
 - i. 2019 Audit Status I. Labricciosa
 - ii. 2020 Budget Update I. Labricciosa

I. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA TO ACCEPT THE MAY FINANCIAL STATEMENT AND THE UPDATED BUDGET.

- + **1ST G. GILLETT**
- + **2ND M. BOWLES**
- + **CARRIED**

10. Committee-of-the-Whole (In Camera) – **Not Required**

- a. Personal matters about an identifiable individual, including local board employee

and/or member(s)

11. Arise from Committee of the whole (In Camera)

12. New Business

a. New Funds Available

i. Digital Main Street (\$10,000)

ii. Invest Durham Digital Main Street Service Delivery (13 x \$10,000 = \$130,000)

iii. Student Intern Program

iv. Other Grants & Funds

I. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA AGREES TO LET BACD APPLY FOR THE DIGITAL MAIN STREET ON BEHALF OF THE DOWNTOWN OSHAWA BIA.

+ **1ST G. GILLETT**

+ **2ND M. BOWLES**

+ **CARRIED**

b. Petition

13. City Report

R. Kerr

14. Post-secondary update

P. Stoett

15. Correspondence

I. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA TO ACCEPT THE CITY REPORT, POST SECONDARY UPDATE AND CORRESPONDENCE.

+ **1ST M. BOWLES**

+ **2ND M. HUNTER**

+ **CARRIED**

16. Next Meeting:

i. Board Meeting – July 30th, 2020 at 8 AM @ TBA

17. Adjournment

i. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ADJOURN

+ **1ST M. HUNTER**

+ **2ND R. KERR**

+ **CARRIED**