

BOARD OF DIRECTOR MEETING MINUTES

Present: Linda Jutzi, Darryl Moore, Erika Holenski, Phong Tran, Chelsea Cybalski, Councillor Frank Etherington, Kyle D. Cleaver, Paul Walman, Robert Nyman, Councillor Sarah Marsh, Hilary Abel, James Mitchell, Meaghan Hawkins, Shirley Madill.

Regrets: Cory Bluhm, Berry Vrbanovic

The meeting began at 8:30 a.m. with Darryl Moore as Chair.

APPROVAL OF AGENDA/DECLARATION OF CONFLICTS

Moved by Councillor Sarah Marsh, seconded by Robert Nyman

“That the Board approve the January 24, 2018 meeting agenda.”

Carried Unanimously

No conflict of interest was declared by any Member of the Board at this time.

APPROVAL OF MINUTES

Moved by Chelsea Cybalski, seconded by Phong Tran

“That the Board approve the December 13, 2017 meeting minutes.”

Carried Unanimously

Approval of the November and December 2017 Financials:

Phong indicated that the November financials had activity in payables, wage and benefits were in line with normal numbers. There was some spending in beautification; however, no spending on the clean team so savings were shown. Some other spending included: graffiti removal, seasonal beautification for Christkindl Market, OWNIT Magazine and ArtsPay.

The December financials showed an interest income from GICs, wages and benefit increase slightly, office depreciations expenses for the year – including telephone expenses, internet and computer maintenance, meeting and conference expenses. Other spending included: socks for staff for Christkindl Market, window painting program.

Paul Walman joined the meeting (8:35 a.m.)

Moved by Erika Holenski, seconded by Robert Nyman

“That the Board approve the November 2017 Financial Statements.”

Carried Unanimously

Moved by Robert Nyman, seconded by Paul Walman

“That the Board approve the December 2017 Financial Statements.”

Carried Unanimously

A brief discussion surrounding the Finance Committee and the work done on the Governance / draft Terms of Reference for the committee are complete. Darryl asked if anyone had any concerns other than the wording throughout the document be adjusted to be consistent.

Moved by _____, seconded by Sarah Marsh

“That the documents be reviewed by Kyle Cleaver”

Carried Unanimously

WRPS Update

James Mitchell advised that there is not much to update. The second officer Lee Elliot is now working, hours for the officers are still being worked out. The areas they work are Victoria to the Kitchener Market. The mandate is for them to take the calls on King with the exception of priority one calls. KPL is now having beat officers through there to help monitor. He advised that he is working with security to address issues being experienced at the Downtown Community Centre. Lee and Rob are going to come to the February meeting to meet everyone.

Frank asked if James could have a conversation with the media officer regarding how the local media is skewing information to the negative.

James Mitchell left the meeting (8:53 a.m.)

ION Update

Linda advised she met with TJ Flynn, he will come to our February meeting to provide a detailed update. Spring 2018 is a target – if Bombardier meets their end then there could be trains running, if there are problems, then it would be the summer. Linda said that she spoke with him about advertising opportunities and he will have more info in February.

Mural Update

There is currently a good plan in place, meetings have happened with City staff to understand where the murals can go and the rules surrounding. Location and the number of murals still need to be determined as well as how much in total we want to spend. Budget to pay artist(s) is approximately \$5K each. The pricing for the first model includes the install; the second model is the purchase of just the paint. What happens at the end of the lifespan – unsure those questions will be found.

It was suggested that this be directed to the marketing committee to come up with recommendations on location, jury, artwork and numbers. Timelines for the project – marketing com to have recommendations at February meeting.

Christkindl Market

Linda had meeting with Jeff and Hilary about the collaboration that could be improved for the event, and moving forward they are going to work together to improve.

Feedback:

- Express train: have one in Victoria Park and one staying at City Hall.
- More games, seating for outside not kid friendly and the seating inside could be improved.
- Trees: need help with this, it is hugely popular and work on the #dtktrees for next year. Sarah congratulated the team on the work they did.

Other Business

Apollo Theatre has a proposal to host a brainstorming session between the BIA and private members downtown, more information to follow at future meetings as it become available.

Board members – currently have 4 vacant positions, one application received, recruitment is on-going.

Safe injection sites - Guelph has safe needle disposal units in areas – the city has some of those in a couple of areas, the city is working with the region on this. Darryl asked if private property has limits on putting these boxes and Hilary advised she would connect him with the harm prevention council. Director safe injection site feasibility study is going to come to the February meeting to discuss this issue. The board can then have an opportunity to form a response and be prepared to answer to the members in the future.

Dom has left the board, exit interview has been done. One comment is keeping timing of meeting, accountability of the committee, review TOR for term length, governance committee will bring recommendations next month, existing return on investment.

Digital Main Street – Linda will follow up with the Small Business Centre to discuss service concerns.

In-Camera

Moved by Phong Tran, seconded by Sarah Marsh

“That the board enter an in-camera session.”

Carried Unanimously

Moved by _____, seconded by _____

“That the board leave the in-camera session.”

Carried Unanimously

ADJOURNMENT

Moved by _____, seconded by _____

“That the meeting adjourn.” (10:30 a.m.)

Carried Unanimously