



**Board of Directors Meeting**  
 Wednesday February 22, 2023  
 8:30 a.m. – 10:30 a.m.  
 Downtown Kitchener BIA Office  
 260 King Street West, Suite 300

**Board Package Documents:**

- Agenda
- Motion Package
- Minutes: January 2023
- Minutes: Board Acclamation 2023
- 2022 Q4 Financial Report
- Board of Director Positions & Committees
- T.O.R: Marketing Committee
- T.O.R: Governance Committee
- T.O.R: Finance Committee
- Consultation Process
- Surplus Fund Background

**AGENDA**

Time	Topic	Lead/Expectation on Board
8:30 a.m.	Call to order / Welcome New Directors and Introductions	Darryl Moore Motion
8:40 a.m.	Approval of Agenda	Darryl Moore Motion
8:42 a.m.	Approval of Minutes	Darryl Moore Motion
8:45 a.m.	Waterloo Regional Police Services	Cst. Lee Elliott Information
8:55 a.m.	2022 Q4 Financial Report	Phong Tran Information, Motion
9:10 a.m.	BIA Board of Director Executive Team	Darryl Moore Information, Discussion
9:25 a.m.	BIA Board of Director Committees	Darryl Moore Information, Discussion
9:40 a.m.	BIA Staff Workflow	Linda Jutzi Information
9:50 a.m.	Strategic Priorities: Consultation Process	Linda Jutzi Information, Discussion, Motion
10:00 a.m.	Surplus Fund Discussion	Phong Tran and Michael Rederer Information, Discussion, Motion
10:30 a.m.	Adjourn Meeting	Darryl Moore Motion

**Disclosures of Pecuniary Interest** [www.kitchener.ca/conflict](http://www.kitchener.ca/conflict)

*The City of Kitchener is required to keep a registry of all conflicts from Members of Council and local boards, such as the Downtown Kitchener BIA. Should a Director declare a conflict before and/or after the Board Meeting, they are required to complete the form located using the link above. When selecting a meeting, please click "Other" and put the Downtown Kitchener BIA in the "Subject Matter" field.*