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**MINUTES**

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| **MEETING:** | Board of Directors |
| **DATE:** | Thursday, December 14, 2023 |
| **TIME:** | 5:30 PM |
| **LOCATION:** | 484 Pelissier Street |
| **ATTENDEES:** | Andrew Corbett, Chris MacLeod, Misty Adams, Olivia Holt, Ray Blanchard, Sunny Bhatti, Ron Balla, Councillor Renaldo Agostino |
| **REGRETS:** | Jennie Atkins |
| **STAFF:** | Debi Croucher, Janice Dyett |

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| **Agenda and Discussion** | Responsibility of: |
| **CALL TO ORDER**Mr. MacLeod opened the meeting at 5:38pm.Reading of Land Acknowledgement.Distributed agenda was adopted by Ms. Holt, seconded by Mr. Corbett. | AdministrationAdministrationBoard of Directors |
| **DISCLOSURE OF INTEREST**None. |  |
| **ADOPTION OF THE MINUTES** Minutes of the Board of Directors meeting held on November 28, 2023, and the Minutes of the Striking Committees meeting on December 5, 2023 were adopted by Ms. Holt, seconded by Mr. Blanchard. Approved by all.Benches - updateAdministration noted that the quote from EW Metal to manufacture 89 additional bench is $8,700.00. The Board previously made a Motion to approve up to $7,000.00 for the arms. An additional $1,700 is needed to complete all benches..Administration noted that once the arms are received, the City has generously agreed to install them at no cost to the DWBIA.Administration also noted that the City has agreed to having the benches painted by summer students in the spring. Motion made by Mr. Balla to approve “$1,700 from Programming & Support for bench upgrades.”The Motion was seconded by Mr. Blanchard, and approved. 2024 Membership Budget MeetingAdministration noted that a 21 working days Membership Meeting notice must be given electronically, as well as sent by mail. Administration noted that the 2024 budget will be presented to the membership. The auditors will speak to the DWBIA’s 2022 financial statements, a speaker could be invited to present, and questions and concerns can be addressed by the membership. Discussion surrounded the date for this meeting as well as the location. Meeting to be held on Thursday, February 1, 2024 at 6:00pm at Realty ONE Iconic Group, 531 Pelissier Street.Holiday Giveaway - updatedAdministration noted the success of the Swift-mas giveaway to this date. Administration noted from the start of the contest to 5pm on December 14, there have been a total of 502 entries, from 133 downtown businesses, with a total of $21,179 spent. Mr. Corbett suggested some type of recognition for the top 5 businesses who are promoting the give-away. Grants Administration noted there are 3 grants that the DWBIA is eligible for. The first is the Reconnect Grant, which is due mid January 2024. The second is the Canada Summer Jobs Grant, which is due early January 2024. The third is the Canadian Heritage Grant.Administration noted that the DWBIA did not meet the eligibility requirements for the BSCF grant. Masonic Temple – 100th AnniversaryAdministration noted that the DWBIA was invited to attend the 100th Anniversary, Open House on Saturday, January 20, 2024 from 11-1 pm. Ray Blanchard, Olivia Holt, Sunny Bhatti and Chris MacLeod have accepted the invitation to attend. OBIAA MembershipAdministration noted that OBIAA membership is up for renewal at a cost of around $2,000. Discussion surrounded what use the DWBIA receives from the membership and whether the money could be better utilized elsewhere. Motion made by Mr. MacLeod **“not to renew our membership with the OBIAA for 2024.”**The Motion was seconded by Ms. Holt, and approved. Security CamerasAdministration noted that meetings have taken place between the DWBIA and the City Solicitor, Dana Paladino, regarding security cameras.Outside Committee Members – Striking Committees* Mr. Blanchard questioned the usefulness of adding members to subcommittees.
* Discussion surrounded one positive to having subcommittee members is for succession for Board changes.
* Mr. Blanchard would like to start a Business Development Committee.
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| **UPCOMING MEETING DATES*** **Marketing & Events Striking Committee**January 11, 2024 at 5:30pm
* **Infrastructure & Development Striking Committee**January 18, 2024 at 5:30pm
* **Board Meeting**January 23, 2024 at 5:30pm
* **Membership Budget Meeting**February 1, 2024 at 6pm
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| **ADJOURNMENT**Meeting adjourned at 7:38pm |  |