

**Ottawa St N B.I.A Board of Directors Meeting  
July 8, 2021  
3 Britannia Avenue, 8:00 – 9:00 am**

**BIA BOARD MEETING AGENDA**

- 1. Welcome & Introductions – M Anderson**
- 2. Minutes for June 10, 2021 Board Meeting – M Anderson**

**1<sup>st</sup> A. Terveld                      2<sup>nd</sup> N. Ishmail                      Carried**

- 3. Treasurer’s Report – M Carruth**

- a. BIA: \$125,339.50
- b. Contingency: \$16,820.12
- c. CIP Grant: \$13,290.70
- d. Awaiting on the amount from the parking revenue
- e. Audit drafts are back, can be approved at next month’s meeting

- 4. Committee Updates**

**Beautification Update – A Terveld**

- a. Emailing and calling Hamilton House Painters regarding the banner arms installation as the arms have been delivered, just awaiting on a response
- b. Lead on the parkette from volunteer! Potential at being paid given a budget for landscaping

- 5. BIA Advisory Committee – E Burton**

- a. No update as the July meeting is next week

- 6. BIA Coordinator – E Burton**

- a. No movement on removing poster board in parkette; the City is trying to determine who originally installed it to know who is responsible for removing it
- b. Still having issues with the external hard drive; E Burton will work on transferring all content to MyCloud storage
- c. BIA Bench protocol
  - i. Print, envelope and physically hand out on street
  - ii. E Burton will email a copy to J. Davis for her records and will determine who the contact person is at the City to determine a new location for bench when needed.
- d. CEF Application
  - i. City is looking for an update on the CEF application
    1. A. Terveld asks if it is possible to postpone and reuse for September Sidewalk Sale; E Burton to reach out to R. Hicks to inquire

**Dismissal**

**NEXT MEETING: Thursday, August 12, 2021 8:00 – 10:00 am**