

**Ottawa St N B.I.A Board of Directors Meeting
September 16, 2021
3 Britannia Avenue, 8:00 – 9:00 am**

BOARD MEETING AGENDA

In Attendance

| | | | |
|-------------|------------|------------|------------|
| M. Anderson | M. Carruth | A. Terveld | E. Grad |
| N. Ishmail | K. James | M. Baker | M. Vickers |
| E. Burton | | | |

Guest

J. Abbiss

- 1. Welcome & Introductions – M Anderson**
- 2. Minutes for August 12, 2021 Board Meeting – M. Anderson**
1st N. Ishmail 2nd E. Grad Carried
- 3. Treasurer’s Report – M. Carruth**
 - a. **BIA:** \$117,264.59
 - b. **Contingency:** \$16,812.62
 - c. W. Kemp was able to speak with Cindy (accountant on the street); fee will be \$50/hour; she will be sitting down with the executive to decide on moving forward unless the meeting presents very different information that needs to go back to the board
- 4. Committee Updates**
 - a. **Beautification Update – A. Terveld**
 - i. Friday, Nov 12: Mallard Farms will install the swags and greenery
 - ii. Monday, Nov 15: Hamilton House Painters to install the banner arms, snowflakes and tree
- 5. BIA Advisory Committee – E. Burton**
 - a. **Vaccine passport rollout (Sept 22)**
 - i. Various levels of officers to be present throughout city (police, by-law, public health)
 - b. **Hamilton Day (Nov. 20)**
 - i. Month long campaign
 - ii. Businesses to enroll online to receive marketing materials
 - iii. BIA to receive \$2000 to run giveaways, hire entertainment and food trucks
 - c. **Parking Revenue has been approved – to be ratified by council**
 - d. **J. Davis will be asking for a report on use of Shop Local grant**
 - i. E. Burton to complete and send after Sidewalk Sale
 - e. **C19 Rapid tests availability to small businesses extended to March 2022**
 - f. **On-Street/By-pass patios to come down Oct. 31**
- 6. BIA Coordinator – E. Burton**
 - a. **OBIAA Conference**
 - i. Mobile tour was approved

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1. E. Burton will walk the length of the BIA with group and touch on history of street; main events (BIA, filming, etc)
- b. 2021 AGM**
 - i. 2022 budget to be approved at Oct meeting ahead of meeting
 - ii. Meeting to take place before Nov. 2 in order to receive 1st levy by Dec. 31
 1. Notification 15 days before (by email, mail, hand delivery)
 2. Can be virtual or in person
- c. CEF Applications have opened up**
 - i. E. Burton will work on 2022 CEF Applications for Sew Hungry, Sidewalk Sale and Christmas
- 7. Other**
 - a. A. Terveld was approached by a woman wanting to organize a book crawl on the street on Friday, Oct 15 -7-9pm; looking for business to offer the spaces out front for published Hamilton authors; want us to share their ad for the event; local authors to be setting up in front of businesses
 - b. M. Anderson asks for J. Davis's help with getting the city to help out with implementing a policy for garbage pickup in BIA
- 8. Dismissal**

NEXT MEETING: Thursday, October 14, 2021 8:00 – 9:00 am