

**Westdale Village BIA
Board of Management Minutes
December 2nd, 2015, 8:30am
1038 King St. West, Suite 1**

Call to Order: 8:41am

Present: David Simpson, David Carrothers, Suzanne Repei, Anne Campagna, Trisha Aitchison

Absent: Ben Greco, Trevor Cameron (regrets), Hollie Pocsai (regrets), Iona Santa

Declared Conflicts of Interest: Suzanne Repei for item #6

- 1) Approval of Agenda: added #3, Suzanne motioned/Trisha seconded, carried.
- 2) Approval of Minutes: Jennifer Daniel from Judy Marsales attended the November meeting. David Carrothers motioned \$15.00 for the BIA to become a friend of the AWWCA, not David Simpson who was absent. Anne motioned/David C. Seconded, carried.
- 3) Treasurer's Report: Balance of November 1st \$95916.54 (Winter Wander, wages, electrical work in the medians, CHCH, The Spec, Rent, Cogeco, Directory production/distribution, landscaping all not paid yet if that balance seems high this late in the year). We estimate that we will bring the year with between \$10 - \$12K in the bank.
- 4) CHCH Multizone Ad: Trevor (requires vote)
David Carrothers motioned \$250 to pay for the design of a Winter Wander multizone ad on CHCH, Suzanne seconded, carried.
- 5) BIA Excellence Awards: (requires vote) My Dog Joe was chosen to receive the Community Award. The Casual Gourmet was chosen to receive the Facade Award. Votes were cast by ballot.
- 6) McMaster Student Union Video Redit: (requires vote) The MSU released a video from West Fest that focused mostly on the PJ Parade. Young Lions would like them to reedit it with a focus on Westdale/West Fest. The cost is \$500. The BIA has approved up to \$500 for exclusive rights to the video, but would like to see if YLMC would split the cost. David Carrothers motioned, Trisha seconded, carried.
- 7) Directory Update (Trevor via email): It's with the printer, ETA is end of the week for delivery to the store. Distribution will be early to mid next week.
- 8) Lighting Update (Craig): The electrical work has been completed in the 2 medians on King St. West. Horizons has still yet to turn the power back on. This requires an account number that has never existed. Craig is working to have the power back on for the start of 2016. When this happens, all of the lights will be working in the village!
- 9) Winter Wander Final Update (Suzanne): Winter Wander is 2 days away! We hope to see everyone out and about shopping/enjoying the festivities. This year there will be a vendor space Please let Craig and I know if you would like to assist. Craig purchased a Santa Chair the BIA now owns for \$40.00.

10) Insurance Claim Update (David Simpson): A cheque has been paid by Intact Insurance to pay legal fees from a matter pertaining to the previous Board of Management. This matter is now officially closed.

11) New Business:

Three email votes occurred over the month:

- 1) Sanders-Lampman Electrical Company to service power boxes in medians and on 2 poles in the village. Estimated cost \$12 000 before taxes.
- 2) Mallord Farms to put year round lighting in the 11 trees in the 2 medians, and seasonal lighting in the Christmas tree at the clock tower. (\$550 +HST /per tree)
- 3) Westdale Magazine Production and Distribution fees: 8.5" X 11" - 32 Page Booklet On 80LB GLOSS BOOK with AQ on both sides 5,000 - \$5,900 Total Mail Pieces 4,413 Estimated Delivery Cost \$3241.71

Trisha motioned to accept these, Suzanne seconded, carried.

2016 Advertisement Campaign (Hamilton Spectator/CHCH): Craig will explore options for 2016.

Anne will prepare cheques for the Ancaster BIA and Ottawa Street BIA from the amount received from Keeping Hamilton Beautiful.

Adjournment: 10:01am