

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

Present: David Carrothers, Suzanne Repei, Anne Campagna, Trevor Cameron, Hollie Pocsai, Ben Greco

Absent: Trisha Aitchison (with regrets), David Simpson (with regrets), Ilona Santa, Aidan Johnson

Conflict of Interest: N/A

Call to Order: 8:33am

- 1) Approval of Agenda: #11 change to 'Treasurer's Report'. Trevor motioned, Suzanne seconded, carried.
- 2) Approval of Minutes from October 7th, 2015: Anne motioned, Trevor seconded, carried.
- 3) Welcome Hollie Pocsai: Hollie is one of the owners of White Elephant. She has been chosen by the board to replace the vacant position.
- 4) Snapd Hamilton: The board has approved up to \$1000 per month on advertising starting in 2016. Suzanne motioned, Anne seconded, carried.
- 5) BIA Excellence Awards for community, facade and/or sparkle. The membership will be notified of the category requirements and will be asked for their input. The board will vote on these nominations at the December board meeting.
- 6) CHCH Live on Location, November 23rd, 2015. The board has asked Take Note to host the next Live on Location. They have submitted a short list for other possible participants which Craig will notify. Ben motioned, Trevor seconded, carried.
- 7) Directory Update:
 - Craig will request photos from Young Lions of West Fest.
- 8) AGM Update: The board will meet on Monday, November 16th @ 6:15pm in the BIA office to discuss the AGM agenda.
- 9) Winter Wander Update: For promotional use this year the BIA will be using posters, postcards (with a Canada Post mail out) and a billboard located at Main St. West and Binkley. Anne motioned, Ben seconded, carried.
- 10) Allocation of 2015 funding: A discussion was had on remaining funds from 2015. After an assessment of outstanding invoices from now until the end of the year the board has decided to table and new projects beginning between now and 2016.
- 11) West Fest financials: The final West Fest 2015 financials are complete and are available by request.
- 12) 2014 Draft Audit: A motion to accept the KPMG Draft Audit was made by Trevor, seconded by Ben, carried.
- 13) Village Update:
 - Craig and Suzanne wrote a grant for the City Enrichment Fund. This would go toward existing festivals West Fest and Winter Wander.
 - A Twitter Tour will be held in Westdale Village on Monday November 16th by Michael Marini from the City of Hamilton marketing department.
 - Shop the Neighbourhood will take place on Saturday, November 28th. We will be promoting participating businesses leading up to the event.
 - The Westdale Village BIA has become a 'friend' of the Ainslie Wood-Westdale Community Association at a cost of \$15.00 for 2 years. Motioned by David Simpson, seconded by Trevor, carried.
- 14) Staff Proposal: Craig will be proposing a secondary staff in December.
- 15) Adjournment: 9:55am