



MINUTES

**REGULAR MEETING OF KINGSVILLE BIA
WEDNESDAY, JANUARY 8, 2019 AT 6:00 P.M.
Carnegie Arts & Visitor Centre, 28 Division St. S, Kingsville, Ontario**

A. CALL TO ORDER

Beth Riddiford called the Meeting to order at 6:04 pm with the following persons in attendance:

Members of BIA Board: Beth Riddiford, Roberta Weston, Laura Lucier, Tony Gaffan, Trevor Loop, Izabel Muzzin, Jason Martin

Regrets:

Absent: Heather Brown

Guests:

Members of Administration: Christina Bedal

B. DISCLOSURE OF PECUNIARY INTEREST

Beth Riddiford reminded members that any declaration and its general nature is to be made prior to each item being discussed.

C. DELEGATIONS

D. AMENDMENTS TO THE AGENDA

E. DISCLOSURE OF PECUNIARY INTEREST

F. ADOPTION OF ACCOUNTS

BIA Coordinator – Re: BIA Accounts as recorded in the monthly period ending December 2018. BIA-081-2019 MOTION BY TREVOR LOOP AND SECONDED BY ROBERTA WESTON TO APPROVE THE ACCOUNTS FOR DECEMBER 2018. CARRIED

F. STAFF REPORTS

1. **BIA Coordinator Christina Bedal – Re: Monthly Activity**
The Coordinator presented her written report.
2. **COUNCIL REP**
Laura Lucier reviewed his report
- 3 **EDDK**
Trevor Loop updated that the gift certificate promotion has concluded and over \$24,000 was donated.

G. BUSINESS/CORRESPONDENCE – ACTION REQUIRED

- i) **Associate Membership Application - BIA-082-2019** Motion by Tony Gaffan and seconded by Jason Martin to approve Pampered Pet Palace as an Associate Member. **CARRIED.**
- ii) **Facelift Grant Letter – BIA -083-2019** Motion by Roberta Weston and seconded by Trevor Loop to deny request for reconsideration of Facelift Grant to Colette Mouawad. **CARRIED.**

H. MINUTES OF THE PREVIOUS MEETINGS

BIA-084-2019 – motion to approve the minutes from the December 11, 2018 meeting made by Tony Gaffan and seconded by Roberta Weston. **CARRIED**

I. BUSINESS/ CORRESPONDENCE – INFORMATIONAL

- 1.

J. NEW AND UNFINISHED BUSINESS

1. BIA Dollar Promotion

- Updated the program and receipt of dollars being processed to date.
- **BIA –085-2019** Motion by Roberta Weston and seconded by Izabel Muzzin to allocate \$170 from the BIA budget to cover bank error in the sales of BIA Dollars. **CARRIED**

2. AGM


- Program overview was discussed
- Trevor Loop agreed to be the point person to take the lead on food for the meeting. BIA Coordinator will confirm headcount.
- Board of Managers election process to be evaluated at February meeting

3. ELECTION

- One application has been received and a final email request will go out from the Coordinator to membership.
- Board of Managers election process to be evaluated at February meeting

K. Adjournment

BIA –086-2019 Motion by Roberta Weston and seconded by Izabel Muzzin adjourn meeting at 7:18 PM. **CARRIED**

A handwritten signature in black ink, reading "Beth Riddiford", written over a horizontal line.

CHAIR, Beth Riddiford

A handwritten signature in purple ink, reading "C. Bedal", written over a horizontal line.

RECORDING SECRETARY, Christina Bedal