

**Minutes of the Meeting of the  
Board of Management (the "Board")  
of the Welland Downtown Business Improvement Area (the "Corporation")  
of the City of Welland (the "city")  
held on Monday, March 5, 2018  
The City of Welland Room 108/109, 60 East Main St. Welland at 5:30 p.m.**

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**Board Members Present:** J. Eisen, K. Jones, B. Herchmer, S. Hamp, L. Spinosa, B. Fokkens, J. Chiochio, H. Hudson and D. Bujold-Wright

**Board Members Regrets:** M. Stadnik and A. Adams

**Executive Director:** A. MacDonald

**Recording Secretary:** J. Bujold

**Welcome - Call to Order**

The chair called the meeting to order

**Open of General Meeting**

General Meeting started at 5:43 pm

**Acceptance of Agenda**

**"BE IT RESOLVED that the agenda be accepted as written."**

Proposed by: B. Herchmer

Seconded by: J. Eisen

**Motion carried**

**Declaration of Conflicts**

None

**Board of Directors General Meeting Minutes from Monday, February 5, 2018**

**"BE IT RESOLVED that the Board of Directors accepts the minutes of the General Meeting of February 5th as written."**

Proposed by: J. Eisen

Seconded by: H. Hudson

**Motion carried**

## **Motions**

None

## **Committee Reports**

a. Finance and Audit – Please amend to item for instead of payee. Chequing report questions for S. Hamp in April.

b. An increase in cost by \$1000 for planters maintenance.

**“BE IT RESOLVED that the Board of Directors approves the increase for planter maintenance by \$1000”**

Moved by: J. Eisen

Seconded by: H. Hudson

### **Motion Carried**

Will bring back quotes for baskets in April. A. MacDonald had a meeting with D’Angelo trying

a banner in the windiest spot. Lowering and putting slits and if it works we will do that for all of them.

c. Governance – rough draft of policy & procedures. March meeting with A. Adams & D. Bujold Wright.

d. Marketing, Promotions and Events –

i. Feast St. Niagara – Reviewing Logistics. Contacting prior vendors to verify who is returning and who is not, seeking sponsorship through a comprehensive event package – good feedback from Recreation and Culture. Event date has been moved to the weekend to September 22 & 23<sup>rd</sup> to off set grape & wine festival.

## **Business Arising**

a. OBIAA Strategic Planning – The last strategic planning was completed in 2010. Launching meetings and template for new five year strategic plan.

b. Meeting with the Mayor – Bilingualism and Francophone and sister city challenging each other ie. Dragon boat & exchange.

## **New Business**

a. Social Media Management Applications – To enhance our communications to our members.  
b. Vulnerable Sector Checks – All volunteers should have them. Check to see if they need level 1 or 2.

c. Shared duties – North BIA made a call to get assistance. In principle, it is a great idea but timing is not favourable, at this time with the start-up period of our current Executive Director. The chair will send letter to North BIA chair.

### **White Space**

H. Hudson – When there are events going on would appreciate no vendors in front of membership’s businesses. Events Chair, L. Spinosa, responded that this would be taken into consideration with the new site plan.

K. Jones – Asked question, should Finance be included in more detail within the minutes and agenda. Actual budget be circulated and be available on request to any member. Budget can be public. Audited financials statements must be posted.

**“BE IT RESOLVED that the Board of Directors will refer to OBIAA & City Clerk to see what can and cannot be disclosed.”**

Motion by: K. Jones

Seconded by: H. Hudson

**Motion Carried**

### **Next Meeting**

Next meeting date is Monday, April 9, 2018 at City Hall room 108/109.at 5:30 p.m.

### **Adjournment**

The meeting adjourned at 7:46 p.m.