

Minutes  
Of the York /Eglington BIA

Held at York/Eglington Office at 1882 Eglington Avenue West  
On May 22, 2203.

**Present were:Mr. Arnold Rowe - Chairman**  
**Mr. Abdulwassie Berhan**  
**Mr. John Neretlis**  
**Mr. Howard Samuels**  
**Mr. Enzo Torrone**  
**Mrs. Michele Gordon-Bulgin**

**Meeting Called to Order:**

The meeting was called to order at approximately 2:30 P.M.

**Apologies for Absence:**

The Chairman tendered apologies for Mr. Nick Alampi and Mr. John Neretlis who indicated that they would be late.

**Welcome to new and old Board Members:**

The Chairman welcomed all Board Members to the meeting and a special welcome was made to Mr. Enzo Torrone who was elected at the last Annual General Meeting.

**Reading of the Minutes of the Last Meeting:**

Mr. Enzo Torrone moved a motion for the suspension of the reading of the minutes of the last Board meeting, and that they be presented at the next Board meeting. The motion was seconded by Mr. Abdulwassie Berhan.

The motion was put to the meeting and unanimously carried.

**City Audit Department Report:**

An auditors report was received from the City Auditor's Department stating that our financial statements were in compliance with the auditor's requirements.

A motion was moved by Mr. Abdulwassie Berhan that this document be presented at the next meeting of the Board, this was seconded by Mr. Howard Samuels.

The motion was put to the meeting and unanimously carried.

### **Rental of Office Space and Lease Agreement:**

Mr. Enzo Torrone and Mr. Nick Alampi identified the new BIA office. The lease states that the rent will be Three Hundred and Fifty Dollars (\$350.00) per month - GST included, for the first year. In the second year the rent will be Three Hundred and Fifty Dollars (350.00), plus G.S.T. of Twenty Four Dollars and Fifty Cents (Twenty Four Dollars, Fifty Cents totaling Three Hundred and Seventy Four Dollars Fifty Cents (\$374.50).

Mr. John Neretlis moved a motion to adopt the lease; this was seconded by Mr. Abdulwassie Berhan.

The motion was put to the meeting and unanimously carried

### **Appointment of Secretary /Treasurer:**

Mr. Enzo Torreno was appointed as Treasurer/Secretary of the Board. He was nominated Mr. John Neretlis; which did Mr. Adulwaissie Benhan second.

The motion was put to the meeting and unanimously carried

A letter is to be sent to the City and The Bank of Montreal advising them of this new appointment.

Mr. Enzo Torrone replaced Mr. Lascelles Rose, the past Treasurer who passed away November 202.

### **Examination of Application for Co-coordinator:**

The Chairman passed the Chair over to Mr. Abdulwassie Berhan.

Mr. Arnold Rowe presented an application from Mrs. Gordon-Bulgin applying for the position of Office Coordinator. He indicated that he met Mrs. Gordon-Bulgin as she worked with his company on a part-time basis. Her application indicated that she would be available to work on a part-time basis with the BIA office, between twenty (20) and twenty-four (24) weekly. She will assist in getting the paper work done, ensure that the office is organized, deal with incoming calls,

requests and complaints from members of the BIA, attend City meetings that the Board may require from time to time.

The BIA office will be opened to members on Mondays and Thursdays, 9:00 a.m. to 5:00 p.m. and on other days on the instruction of the Board.

The matter was discussed at length and the Board agreed to offer Mrs. Gordon-Bulgin a contract for six (6) months with a three-month probation at a fee of twelve (\$12.00) per hour. Mrs. Gordon-Bulgin is to be responsible for her own statutory deductions. After the initial six (6) the benefits of employing a coordinator will be fully evaluated. Mrs. Gordon-Bulgin will log in and log out her hours at Mr. Enzo Torrone's office and she will receive instructions from Mr. Arnold Rowe, Mr. Nick Alampi and Mr. Enzo Torrone.

The coordinator must log all calls to the Office. This will then be brought to the attention of Mr. Arnold Rowe, Mr. Nick Alampi or Mr. Enzo Torrone, who in turn will take these matters to the Board.

A motion to employ Mrs. Gordon-Bulgin was moved by Mr. Enzo Torrone seconded by Mr. Howard Samuels.

The motion was put to the meeting and was approved.

Mr. Rowe abstained from voting.

Mr. Abdulwassie Berhan returned the Chair to Mr. Arnold, the Chairman.

### **Purchase of Office Equipment and Supplies:**

The following equipment were purchased for the Office:

- A filing Cabinet
- A Computer

The Chairman also bought office and stationery supplies out of his personal funds totaling, Four Hundred and Ninety Two Dollars, Eighty Two Cents (\$492.82).

A full purchase report is to be available at the next meeting.

### **Any Other Business:**

- GST Exception Letter and Insurance Certificate

The BIA office received a letter of GST exception from the City's Finance Department.

- Certificate of Insurance

A certificate of insurance was received with liability for incidents totaling approximately Five Million Dollars (\$5m).

- New Bank

The CIBC account at the Eglinton/Oakwood branch is to be closed after all cheques have been cleared.

A Committee outside of the Board was formed and a decision was made to open a new account at the Bank of Montreal. This bank was chosen because after careful analysis it was deemed to offer the best rates.

This matter was adapted to the Board and a motion moved by MR. Enzo Torrone and seconded by mR. Abdulwassie Berhan.

The motion was put to the meeting and unanimously carried.

- Summer Sidewalk Sale

Information on the Sidewalk sale is to be drafted by the next Board Meeting.

The Chairman indicted that with a new coordinator the office and services would be better organized.

**Adjournment**

There being no other business to discuss, the meeting was adjourned at 3;04 p.m. by Mr. John Neretlis and seconded by Mr. Howard Samuels.

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Arnold Rowe  
Coordinator

Office

Adoption moved by:

Seconded by:

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.....  
Member

Member

Date.....