

**Minutes Of The BIA Board Meeting
Held on
Monday, May 5, 2008
At the BIA Office, 1580A Eglinton Avenue W.
At 6:30 PM**

Present:

Nick Alampi - Chairman
Arnold Rowe - Vice Chairman
Marjorie Renwick - Treasurer
Henrich Plummer - Secretary
Angelo Zito - Board Member
Ben Rothman - Rep. from Councillor
Howard Moscoe's office
Michael Saunders - Rep. from City of Toronto,
Economic Development
Teresa Riczu - BIA Coordinator

Regrets:

Abdul Berhan – Board Member
Geoff Shore – Board Member

Meeting called to order at 6:36 pm.

Welcome by Chairman

Nick Alampi, the Chairman welcomed members

Correction of Minutes

Minutes for December 17, 2007 were reviewed and 4 changes were added – change Everett Henry to Everton Henry and make changes to Henrich Plummer to Henrich Plummer
Arnold Rowe moved a motion to accept Dec. 17th minutes, and was seconded by Henrich Plummer.
Motion carried.

Minutes for January 16, 2008 were reviewed – Executive Committee meeting minutes - don't need approval

Minutes for February 4, 2008 were reviewed

Arnold Rowe moved a motion to accept Feb. 4th minutes, and motion was seconded by Angelo Zito.
Motion carried.

Arnold Rowe said that all members should know when and where board meetings are held. Michael Saunders explained that all members should know the board meeting schedule.

Electrical Bill with Fairbanks BIA

Arnold Rowe asked if electrical bill was still pending. Nick Alampi explained that the bill has been paid but the portion from Fairbanks BIA has not been collected and he has not met with Enzo. Nick assured the board he would meet with Enzo in the next two weeks. Michael Saunders suggested Nick meet with Enzo next week as Fairbanks BIA is having a meeting. Marjorie said that if Nick does not have time to go he should delegate it to someone else.

Arnold Rowe moved a motion that the Chair, Nick Alampi, meet with the chair of Fairbanks BIA to discuss settling the outstanding bill and return a portion of the \$12,612.94. Motion seconded by Marjorie Renwick. Motion carried unanimously.

Other Discussion

Nick said a colour for the office carpet needs to be picked and that an amount for petty cash to be kept in the office needs to be set. Still need to move forward with purchasing of black & white printer. Nick Alampi told Arnold Rowe that everything on April 7th minutes are covered in the agenda. Ben Rothman pointed out that members should be asked if there is conflict of interest at the start of every meeting.

Events

Community Clean-Up Day - July 19th

Teresa reported that the clean-up day is on track and the Green P. parking lot request has been submitted. She is looking into donations for hotdogs, and into other sponsorships.

Nick passed the chair to Arnold Rowe at 7 pm so he could report on the Antique Car Show.

Nick asked if everyone had seen the letter from Charles Matthews of CMJ Promotions apologizing for not being available to present on the Antiques Car Show plan. He can bring twenty vehicles to the Eglinton-Oakwood Green P Lot. Nick hoped he would be here to talk about the breakdown of advertising and sponsorship, and using the Citywide program for radio and flyers. Looking at possibly closing certain streets i.e. Times Road or Northcliffe. Arnold Rowe said that the last time we discussed it an outline of what CMJ would do was going to be provided and said that there is a procedure to follow and we need to know what they'll charge and the costs of the operation. Nick reported that he would like to assure the board that CMJ has not been retained and after proposal is presented the board will make the final decision. We will ask for a meeting immediately when Charles returns.

Marjorie noted that no other events are planned and that she didn't want to see the season go without an event. Michael Saunders explained that there are new rules regarding events. For Green P lots and metered roads we would have to compensate for the loss of revenues if we close down roads or lots. Nick reported that \$1500 is still on deposit for the Green P lot. Michael Saunders also said that only one event can be held each month – if there is another festival ours could be vetoed. Arnold Rowe said the decision on the Antique Car Show will be deferred until the proposal is in and we meet with the company.

The chair was returned to Nick at 7:15 pm.

BIA Database

Teresa reported that the database update is finished. Using the database, a marketing plan is being developed that includes updating the website, a printed directory and cross-promotional flyers targeted to areas such as fashion and districts including Richmond Hill, North York and Forest Hill. Teresa also reported that there were many calls from the last members walk around of the database – members looked at it and called to change categories and phone numbers. Nick explained that when data was being gathered some info was taken off signs – now members are calling to give in accurate info.

Nick moved a motion to recognize Teresa's report on the database; Arnold Rowe seconded the motion. Motion carried unanimously.

Newsletter

Teresa reported that the draft copy of the newsletter was provided for review. She said that at the last meeting Arnold asked for a report on costs and distribution of newsletters. Teresa reported that newsletter costs in 2007 were \$83.22 for 300 black and white for Nov. 2007 and \$209 in Jan 2007 for 800 black and white copies for 6 page newsletter with 3 staples. Nick said he would like to see the first 300 in colour and the rest in black & white. Arnold said that it depends on how we are using the newsletter – if we are using it primarily for members or as an advertising medium. If used as advertising should go with colour. Nick said additional copies could be distributed through partners like police, CPLC, library, etc. Marjorie and Arnold recommended that article on Christmas promotion be included. Nick moved a motion that Teresa will get quotes for printing of 600 newsletters in colour. Arnold moved a motion that change name to York-Eglinton BIA. Motions seconded by Angelo Zito and Marjorie Renwick. Additional changes include change to Chair's Message from President's Message and include Christmas promotion.

Information/Welcome Package

A sample of the completed Welcome Package was provided to everyone. Regarding the Board of Management page, it was decided that it should include board members' business name, business telephone number and business email. Michael Saunders pointed out that name is not consistent – has been listed as York-Eglinton BIA with the hyphen included. Keep the hyphen and keep it consistent – if want to get rid of the hyphen would have to apply for name change with city. Action: all sheets will be edited to ensure that York-Eglinton BIA is used consistently. Ben Rothman pointed out that the residential sheets for garbage pickup are out of date. Teresa will make sure current residential sheets are used in final kit.

Nick moved a motion to purchase folders and labels for Information kits; Arnold and Marjorie seconded the motion. Motion carried.

Planting and Watering

Discussion of conflict of interest – Angelo Zito has a conflict of interest regarding the plant beautification approvals – he will not participate.

Nick pointed out that the conflict has already been addressed and we already have signed off on the beautification contract. We have given Angelo Zito the beautification contract and signed off on the specifics through executive order and signed letter from Angelo (all provided to board).

Arnold moved a motion to award the flower planting and maintenance contract to Angelo Zito; motion seconded by Marjorie Renwick. Motion carried.

Lighting and Seasonal Decorations

Teresa reported that Timothy Dobson's recommendations and quotes for seasonal decorations should be ready for mid May, and his quotes to convert the globelights to LED should be ready for mid June.

Nick passed chair to Arnold Rowe at 7:30 pm so he could report on Toronto Hydro.

Toronto Hydro and globelight repairs

BIA needs to provide Andrew of Toronto Hydro with a list of globelights not working and lights remaining on all day. He will provide us with cost for repairs and maintenance – he is looking to see if any of work completed last year is under warranty. He is also looking at the integrity of the poles.

Nick moved a motion to submit the inventory to Andrew.

Henrich Plummer moved a motion to accept Nick's report; motion seconded by Arnold Rowe. Motion carried.

Arnold said we should explore the possibility of getting our own poles. Michael Saunders suggested looking into decorative poles – they are expensive but we could discuss it as a 2009 capital project. Michael said that capital cost sharing projects need to be submitted in August.

Arnold moved a motion to discuss capital projects including decorative street lamps at the next meeting. Arnold asked Teresa to invite Timothy Dobson to next meeting to present on list of ideas for decorative poles.

Chair passed back to Nick at 7:50 pm

Michael Saunders recommended that someone attend the Astral meeting on May 21st unveiling the new street furniture. For capital meeting, could discuss getting extra benches through Astral as part of capital project. Teresa will send the Astral invite to the board.

Job Creation Program (JCP)

Teresa reported that the first resumes for JCP candidates have been forwarded from the city administrator. She will set up interviews. It was noted that invitation to sit on interview committee should be forwarded to other board members. No board members at meeting could attend interviews.

Office Purchases

Teresa presented quotes for a Colour Laser printer. Board recommended black & white laser printer. Needs approval for office supplies.

Arnold Rowe moved a motion to approve purchase of a monochrome laser printer with amount not to exceed \$500 plus taxes. Motion seconded by Marjorie Renwick. Motion carried.

Arnold Rowe moved a motion to purchase a fax machine; motion seconded by Marjorie Renwick. Motion carried.

Other Business

Arnold Rowe would like all members to be invited to the next board meeting on Monday, June 2nd. Nick moved a motion that the next meeting be held at the library on June 2nd and all members be invited. Motion seconded by Marjorie Renwick. Motion carried.

Marjorie moved a motion to defer talking about the web until the next meeting.

Geoff Shore submitted a letter to the Board regarding board members' commitment to the BIA

Adjournment

Arnold Rowe moved a motion to adjourn the meeting; seconded by Marjorie Renwick. Meeting was adjourned at 8:15 pm.

The next meeting is scheduled for Monday, June 2nd at 6:30 pm at the Maria A. Shchuka District Library
– Room A, 1745 Eglinton Ave. W.

Nick Alampì
Chair

Angelo Zito
Board Member

Date

Date