

**MARKHAM VILLAGE B.I.A.**  
**REGULAR BOARD MEETING MINUTES**  
**April 19 , 2018 7:30 AM**

Present:

Paul Cicchini (Chair)

Brian Rowsell (Secretary)

Councilor Colin Campbell (Ward 5)

Daniel Imbrogno

Guests: Phil Howes,

Regrets: Karen Rea, Susan Taylor

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**1. CALL TO ORDER**

The meeting was called to order at 7:45 a.m. by Chairman Paul Cicchini. .

**2. DECLARATION OF TAX AND ENVIRONMENTAL OBLIGATIONS**

The board was advised by the Chair that to the best his knowledge and abilities the BIA is meeting all taxation and environmental obligations.

**3. DISCLOSURE OF PECUNIARY INTEREST**

The Chair requested that Board Members advise of any conflicts of interest as they arise throughout the meeting.

**4. ADOPTION OF THE MINUTES**

Minutes of the Board Meeting held April 19, 2018 had been previously distributed. Motion by Paul Cicchini, seconded by Daniel Imbrogno to adopt the minutes of the April 19, 2018 meeting. Carried: All

**5. CORRESPONDENCE - None**

**6. BUSINESS ARISING OUT OF THE MINUTES – None**

**7. REPORTS –**

**OBIAA Conference**

Victoria reported that the BIA Conference had several interesting ideas in which to potentially focus some of our ideas to promote the opportunities for Main Street Markham. The use of video on Social Media platforms is one area that is being utilized to a greater extent to promote. It can be live video or recorded video posted afterwards.

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**8. Website**

Phil reported that the website [www.mainstreetmarkham.com](http://www.mainstreetmarkham.com) has been redone using an internet based Association Management System. This will replace the need for Constant Contact and consolidates our current 3 databases for Members into one management platform which is easily maintained by staff, and allows members to have access to their information and other features. This program compared to our existing systems will result in an overall simplification of the operational maintenance. Colin moved that we enter in to a 1 year trial program, Paul seconded the motion. Carried.

**Finance**

The 2017 Final Audited Statements as prepared by KPMG were presented and discussed. There were no changes from interim statements.. Motion to accept by Brian and seconded by Daniel. Carried.

Phil presented the final 2018 Budget as approved at the AGM and ready for submission to the City. Motion to accept the 2018 budget by Brian, seconded by Daniel. Carried.

**9. OTHER BUSINESS**

Staffing It was indicated that Catharine Conrad has indicated that the BIA is covered by the City's insurance

Music on Main as organized by Kevin Ker will begin Friday June 22 and end on August 31 giving us an extra 2 weeks for this event.

Paul reported that there was a \$6MM Grant being introduced at the Village Hive by the Ministry for BIA Associations, Kay Mathews hosted this event. A \$2500 grant will be made available to BIA Members for Website Development. No launch date was indicated

**10. DELEGATIONS – NONE**

**11. ADJOURNMENT** - The meeting was adjourned at 8:25 am.

**NEXT MEETING – Thursday May 17th, 2018 - BIA Office, 7:30 am.**