

MARKHAM VILLAGE B.I.A.
REGULAR BOARD MEETING MINUTES
April 21, 2010 7:00 AM

Present: Diane Kobelansky, Roger Clements, Avery Rhijnsburger, Joe Giuffre, Gary Bomshakian, Councillor Webster, Brian Price, Councillor Moretti

Regrets: Paul Cicchini

Members: Sean Wong, Nox Martial Arts

Staff: Phil Howes, Christine Matthews

1. CALL TO ORDER

The meeting was called to order at 7:06 a.m. by Chairman Diane Kobelansky.

2. DECLARATION OF TAX AND ENVIRONMENTAL OBLIGATIONS

The board was advised by the manager 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

Motion by Brian Price, seconded by Gary Bomshakian to approve the minutes of the Board meeting March 10, 2010. Carried.

5. BUSINESS ARISING FROM THE MINUTES

Roger Clements asked if there were any further developments regarding the correspondence received from Mr. Adam Garland about the Canada Goose decoys on Main Street. Diane advised that Rogers TV in fact found out about the Geese from reviewing the BIA minutes on our website and did a feature interview with her and the Geese. The interview was aired the same night on the local news.

Councillor Webster reported that he had looked into the insurance issue with the town and there is a problem with coverage for contract positions who do not become employees. Directors of the board, employees and volunteers are covered but not contract positions. This has now been identified as an issue at the Town in many areas but there is no satisfactory resolution as yet. This creates an issue with Phil, Sharon and any other people whose services we may pay for as a contractor, who should provide their own insurance coverage.

MARKHAM VILLAGE B.I.A.
REGULAR BOARD MEETING MINUTES
April 21, 2010 7:00 AM

Councillor Moretti inquired about the minutes to the Annual General Meeting held in February. Phil reported that a draft of the minutes has been posted on the BIA website and located them. It was noted that the minutes have not yet been approved which would only be done at the next Annual General meeting, so the minutes should be revised to show that they are draft only. Action: Phil to modify 2009 Annual General Meeting Minutes to draft status.

6. CORRESPONDENCE

Diane reported that we have received correspondence from Les Olson advising of his resignation from the Markham Village BIA Board of Management due to personal reasons.

7. DELEGATIONS

There were no delegations.

8. REPORTS

▪ **Finance**

○ 2010 Interim Operating Results (Appendix A)

An interim Operating Statement for the period January through March 31, 2010 was presented and discussed. Phil reported that he was unable to obtain any detailed information from the Town regarding the charge of \$6,636 for tax write-offs. Phil expressed frustration as this is a very material item for which we have no supporting documentation, and he felt that the BIA may in fact be dealing with a structural loss of levy base. He also reported that we still have \$1,300 in outstanding receivables from members for the Christmas promotion. Phil is still attempting to collect these.

○ 2010 Operating Budget

Diane advised the board that she attended at the town of Markham Council meeting on April 13, after the motion to approve \$12,500 in event funding support from Celebrate Markham was defeated at General Committee on March 29. Director Avery Rhijnsburger and member Mona Regan also attended. Councillor Webster pulled the item at council and spoke very strongly in our favour, and asked for a recorded vote. Diane was questioned by the committee and reported that she was asked by the Mayor why we needed \$75,000, and for a Plan A or a Plan B budget. Diane told council that Festival of Lights is at risk. Diane was told we have until May 30 to submit our 2010 budget.

Phil reported that he has been contacted by Joel Lustig, the Town Treasurer,

MARKHAM VILLAGE B.I.A.
REGULAR BOARD MEETING MINUTES
April 21, 2010 7:00 AM

asking for our revised budget, as he needs to do a report to council as soon as possible. Action: Phil is to find out when the budget is due.

Phil also reported that after the Board meeting of March 10 we were notified of a subsequent adjustment of the 2009 lease expense of \$1242 by the Town's auditors, which affects our previously reported 2009 Financial Statements. This adjustment, plus the above-mentioned tax write-off of \$6,636 have made our previously prepared budget inaccurate for submission to council. Other significant subsequent events have also materially changed our situation. The board was provided with detailed schedules of the budgeted line items and two additional versions of the 2010 budget.

- Version 2 deals with the audit and tax write off adjustment items only. Other income and expense items could be marked "*" with a note saying "Items to be adjusted should anticipated municipal support not be received"
- Version 3 deals with additional known items to date, and incorporates executing the planned and advertised events schedule up to September 2010, but nothing further. Adjustments made include removing management fees for the balance of the year, removing municipal support funding, and revisions to a number of other expense items, such as staff and event support fees, advertising, event expenses, and related revenue items.

Roger Clements asked for board approval to make a delegation to the Mayor on behalf of the BIA. Several Board members expressed interest in meeting with the Mayor as well. Councillor Webster suggested that members should listen to the recording of the March 29 General Committee meeting and the April 13 Council meeting before meeting with the Mayor. Councillor Moretti pointed out that a BIA workshop is going to be held which will deal with the issues of the relationship of the BIA's with the Town. Councillor Moretti volunteered to facilitate and assist with arranging a meeting with the Mayor as soon as possible.

Considerable discussion followed on the 2010 budget and which budget should be submitted. Councilor Moretti raised the possibility that the BIA may in fact receive some support but could not commit further. Both Diane and Avery felt that we should in any event present a balanced budget based on what we now know, with Municipal funding and a lot of sponsorship revenue reduced. Diane reported that she had sent out a survey request to members asking for feedback on the proposed event schedule but had only received 23 responses which were not conclusive. Roger felt that the survey should be sent out in person as well as by email and volunteered to do so.

Motion to approve the Version 3 revised budget for submission to the Town of Markham by Brian Price. Seconded by Joe Giuffre. Carried.

**MARKHAM VILLAGE B.I.A.
REGULAR BOARD MEETING MINUTES
April 21, 2010 7:00 AM**

▪ **Streetscaping**

Summer Pole Banners:

Phil reported that the summer pole banners have been manufactured and are now installed.

Street Banners:

Our generic street banner has now been manufactured and was installed for the Easter promotion. We received many favourable comments on it.

▪ **Advertising:**

Phil reported that the 2010 Directory has now been approved for printing and should be delivered next week

▪ **Events & Promotions.**

Christine provided a report on the Easter Promotion which ran from March 27 to April 4. We received over 400 ballots for prizes, and many members had to have extra ballots supplied, especially on Saturday April 3. We have received member feedback which has been posted on the BIA website. Some has been favourable, some felt there were too many children just looking for Easter Eggs. Christine reported that we had an excellent turnout of people who came to see the Easter Bunny with over 160 photographs taken. Momento Photoworks declined taking the photos, so Christine took the photos herself and emailed them to approximately 80 families. The other families took their own photos.

9. OTHER MATTERS

No new items to be discussed.

The meeting adjourned at 9:35 am

- **NEXT MEETING – To be determined**