

**Unionville BIA Board of Directors
Meeting August 24, 2011**

PRESENT: Rob Kadlovski, Eddie Mariani, Tony Lamanna, Judi McIntyre

1. Judi McIntyre

- a) Rob welcomed Judi as the General Manager of the Unionville BIA.
- b) Role and responsibilities - Judi will be responsible to run the day-to-day operations of the BIA. She will be the 'face' of the Unionville BIA, attend all committee meetings and make sure all lines of communication are open to the BIA members and residents.

2. Board Structure

Judi stepped everyone through a possible structure of the Board of Directors as follows:

- o Number of members - 7 minimum, 11 maximum plus 2 Town representatives
- o Qualification for Board member - according to the Municipal Act, all Board members must have a business (owner or renter) and pay the tax levy within the designated boundaries of the BIA. This will be a new Board.
- o Potential Board members - Rob Kadlovski, Eddie Mariani, Tony Lamanna, Kevin Wilson, Bill Dawson, Shauna from Blossom, Sarah Iles. More names will be presented. Judi will meet with possible new people to talk about their commitment to the Board. We want to make sure we have Board members who will take on a role.
- o Meetings - Board meetings will take place once a month on the first or second Wednesday of the month at 6:30 pm. Location at the BIA office (McKay Art Centre) or Rob's boardroom.
- o Presentation by Andrew Brouwer from the Clerk's Dept at the Town of Markham. He will be invited to participate in the first meeting to talk about the relationship and structure of a BIA and the Town of Markham. This will be useful information for all Board members.

3. Committees and potential members

- a) Marketing - Shauna, Rob
- b) Streetscape - Tony, Sharon, street florists and decor people. Judi will meet with Tony and have the budget figures.
- c) Events - Eddie, Santo Natale, Sarah Iles, George Iliopolis, Joyce, Sharon and more community people
- d) Governance (By-laws, Policies & Procedures) - Kevin Wilson

4. Financial update

Currently we are in a good financial position. Judi will be applying for various grants as we go forward.

5. Upcoming events

Eddie reported that our outdoor Movie Night will take place on Thursday evening, Sept. 1st at the Millennium bandstand and park. Our thanks to Old Firehall as our major sponsor. Three vendors (Old Firehall Confectionary, Timothy's and Toogood Cafe) will be selling concessions. Thanks to Joyce at Queen's Interiors for arranging two Fat Boy beanbag chairs to be won through a draw at the restaurants. An ad is being placed in the Economist & Sun on Saturday and Judi will look into getting a mobile sign for Hwy 7 & Main Street.

Labour Day weekend - The Town has scheduled some bands at the Bandstand and the UBIA will be presenting the Markham Concert Band on Monday, Sept. 5 at 7 pm.

6. **Filming policy** - Lavinia has made arrangements with one of the staff of the movie currently filming on Main Street to work with them about creating a filming policy for Main Street. Judi will take over this task. This is a good source of revenue. Judi will also check about the policy for wedding photographs on Main Street.
7. **Other business**
Future business should include a storage unit for the Bandstand and public toilets.
8. **Next meeting** - Wednesday, September 7 at 6:30 pm at the McKay Art Centre.