

Board of Management Meeting September 11, 2017 - 4:00 pm

Agenda

Board Members Invited:

Ron Charbonneau - Chairperson, Joe Mrkalj – Vice Chair, Tony Barranca – Sec/Treasurer, Julio Batres – Gavidia, Lisa Thomas, Amanda McKenzie, Phil Ritchie, Jim Diodati, Steve Ichelson, Joyce Morocco, Karen Stearne, Matthew Aiello, Eric Martin, Wendy Leard and Sal DiPietro

Staff: Richard Gilbert – Project Manager

Guest: Crawford Smith Swallow Team

1. Welcome and overview of the Agenda – Ron Charbonneau
Motion: To approve the Agenda as proposed by the Chairperson
Moved by: _____ Seconded by: _____
2. Review of Minutes from the August 14, 2017 Meeting
Motion: To approve the minutes from the August 14th Meeting
Moved by: _____ Seconded by: _____
3. Review of Minutes from the Special Meeting August 28, 2017 Meeting
Motion to approve the minutes of the Special Meeting
4. Declaration of Pecuniary Interests
5. Audit Update: Crawford Smith Swallow Team
6. Treasurer's Report: Tony Barranca
Motion to Approve Treasurer's Report
Moved by: _____ Seconded: _____
7. Business arising from Special Meeting:
 - a. Mayor's office advised that Carolyn Iannoni is not a member of the Board
 - b. Email sent to Ken Beaman for clarification re potential conflict for BIA Board Members who are also Board members of COD, specifically a member could Chair both Boards
 - c. Interviews were held for a Bookkeeper and the successful candidate is Kim Ferri who will be compensated in the amount of \$25 per hour for 2 to 4 hours per month, depending on entries, etc.
 - d. Invitations sent to Phil Ritchie and Emilio Raimondo re Parking Committee
8. Marketing Committee Activity Report – Amanda Mckenzie
9. Committee to develop a five-year plan for Queen Street – Ron Charbonneau
10. New Business
11. Motion to Adjourn: