

and is now available to be used in Niagara Falls. Wendy's landlord has had cameras installed at her location. We are now waiting for the IT Department to provide information on the types of cameras available and costs. Will bring this issue back to the board once information is available.

6. Credit card application with Royal Bank of Canada in the amount of \$2,000.00. and GIC investment to secure credit card application per bank's request
 - All BIA banking was moved from the Toronto-Dominion as they moved their location from downtown. Our credit card is still with them but will be cancelled once a new credit card has been issued by The Royal Bank of Canada. Amanda spoke with Connor Gates at Crawford, Smith & Swallow and he confirmed BIA's are allowed to hold investments but they must be low risk. Amanda sent out an e-vote to all board members on November 21, 2017 to obtain approval for the GIC. The motion was passed.

7. Invoice outstanding to the City of Niagara Falls for 90 Minute Free Parking in the amount of \$6,581.25
 - Recommendation was made to see if the city will waive the \$81.25 interest charges related to the late payment of this invoice from May 5, 2017 due to confusion regarding this issue and BIA restructuring that took place during this time period.
 - Ron advised that the CIP fund is closing and it is possible the BIA will be responsible for the full amount starting next year which would be \$26,000.00.
 - The Marketing Committee will send out a survey to BIA members regarding the parking issue to determine if it is beneficial to them and if they are in favor of it continuing. They will also include some questions relating to the Springlicious event. The survey is to include a space for BIA members to share comments and will be sent out tomorrow. The results will be presented to the board in January.

8. Marketing Update
 - The committee went thru the BIA website and updated information that was available on facebook. The Christmas window photo contest is live now so everyone is invited to vote now for their favorite window! The window with the most likes will win. Amanda will be meeting with someone on Friday to see about setting up a list of vacant properties available to be leased which could then be added to our website.
 - The last shared advertising will be coming out on Thursday, December 14, 2017.

9. BIA Office Assistant – Probationary period completed as of December 30, 2017
 - Motion: To continue Agnes Hoelzner as an employee of the BIA in the position of Office Assistant and to increase wage to \$18.00 per hour effective January 1, 2018. Motion made by: Amanda Mckenzie Seconded: Matt Aiello Carried

10. New Business

- Need to contact the city regarding lights that are not working on Queen St. for example in front of Grand Central Bar & Grill.
- Amanda ordered hard drive for back-up for BIA office laptop
- BIA is being charged \$1,070.00 per month plus hydro plus a nominal share fee of approximately \$8.55. This rate is effective until June 2018 at which time we may have to relocate to the 2nd floor as the current office space will be leased to someone else.
- Cats on Queen (Humane Society) are approximately \$8,814.00 behind in rent to their landlord as at September 25, 2017. We have been paying The Humane Society \$1,000.00 per month to the end of September for as we are using some of their facility for storage space for some of our equipment ie. chairs, tables, tents, etc.

11. Motion to Adjourn:

Moved by: Julio Bates-Gavidia Seconded by: Ron Charbonneau Carried