



**Downtown Oakville BIA
Board of Management Meeting on Wednesday, May 17, 2017 @ 6:30 pm BIA Office**

Board Members: Nick Bourikas, Tim Danter, May Natour, Mayor Burton, Anna Cammarata, Julia Hanna Regrets: Dorothy St. George, Kevin Yates, Nick Hutchins BIA Staff/Minutes by: Susan Johnston		
Item #	Item Description	Presenting
1.	Chair's Welcome	Nick B
2.	Meeting was called to order at 6:39 pm.	Nick B
3.	Declaration of Quorum: Yes	Nick B
4.	Declared Conflicts of Interest: None	Nick B
5.	Approval of Agenda for May 17, 2017. MOTION: To approve meeting agenda Moved by: May Natour Seconded by: Anna Cammarata CARRIED	Nick B
6.	Acceptance of Past Board of Management Minutes for April 19, 2016. MOTION: To approve meeting minutes Moved by: Tim Danter Seconded by: Anna Cammarata CARRIED	Nick B
7.	Chair's Report <u>Board structure and turnover</u> Currently 7 members with potential for complete turnover at the end of each 4 year council term. Chair is concerned that this structure has the potential for significant strategy change/loss of institutional knowledge every 4 years. Discussed having an agreement with council to not turn the entire Board every 4 years. Also discussed recruiting against a skills matrix and needing a succession plan. ACTION: Nick to connect with Gord Lalonde re history on how current Board structure came to be. Based on discussion with Gord, Nick to propose solution to Board transition concern.	Nick B
8.	ED Update ED Update Pre-read (Financials, Beautification, Marketing, Events). Comments/questions: <u>Event strategy re sponsorship</u> – As part of 2018 planning, ED to propose a strategy for event funding re sponsorship. <u>New BIA boundary</u> – As part of 2018 planning, review inclusions/exclusions and rationale with Lynn Horlor. Consider whether or not to offer associate membership – at minimum a rate increase is required/current rate too low. Eg. Power Boat club not included in expansion, wants to join as associate member.	Susan Nick B Nick B



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11.	Date and Time of Next Meeting Board Meeting Wednesday June 14, 2017 at 6:30pm, BIA office	Susan
12.	Adjournment MOTION: To adjourn at 7:50 pm Moved by: Tim Danter Seconded by: Julia Hanna CARRIED	Nick B