

Acton BIA Annual General Meeting Board Minutes
Thursday May 31, 2018
Acton Town Hall Centre 7:00 pm

Present: Monica Galway, Dana Selby, Laura Vanderleest; Cassandra Baccardax

Regrets: Mike Albano, Kathleen Dills; Greg Georgeff - resigned in Q1 2018

Welcome & Opening Comments: Dr. Dana Selby, Chair of the Board of Management

Greetings from Mike Albano: Written remarks from M. Albano read by Dana Selby

Guest Speaker: Damian Szybalski

Annual General Meeting Called to order at 7:47pm

Dana Selby

Introduction of Board of Directors and interim BIA Manager

Dana Selby

Words of thanks from Chair Selby to Board members who have (already) stepped down or will complete their term as of May 31, 2018: Greg Georgeff, Laura Vanderleest, Kathleen Dills. Chair Dana Selby also announced her resignation from the Board effective immediately.

Appointment of Secretary: Cassandra Baccardax, Interim BIA Manager, appointed as Recording Secretary

Declaration of Pecuniary Interests

None

Adoption of 2017 Annual General Meeting Minutes

Motion: *Adoption of 2017 Annual General Meeting Minutes*

Motion by: *Monica Galway – Profile Hair Salon*

Seconded by: *Jen Everson, Global Pet Foods*

Motion Carried

Treasurers Report – Written remarks by Kathleen Dills

Read by Dana Selby

- Overview of budget process; 2018 budget approved by Board in Q4 2017;
 - indicates a small net income
- Overview of Purchasing By-law (2014), specifically the three levels of purchase amounts and corresponding levels of approval required
- Review of 2017 Revenue vs Expenses
 - Deficit of \$9,217 attributable to lag of receiving “RED” grant monies

Nominations for new Board members

Dana Selby

Linda Olson, Royal LePage Realty – nominated by Monica Galway, for Chair

Nancy Wilkes, Acton Optical – nominated by Monica Galway as Board member

Trish Somerville, Future Forward Properties Inc. – nominated by Linda Olson as Board member

Monica Galway, Profile Hair Salon – renewing as Board member

Mike Albano, Councillor – renewing as Town of Halton Hills Council representative on the Board

Open Action Item: 2-6 more seats are open to the membership

Timeline for Hiring New Manager and 2018 Events

Dana Selby

Planning for all usual events, including Leathertown Festival, Canada Day celebrations, Open Streets (aka Bike It to the Movies) etc. are all well underway. It is business as usual.

Manager job vacancy posted on Indeed.com and at least ten other venues on May 30 and May 31. More venues are being pursued over the next few days. The campaign will include newspaper, social media, various online avenues, networks, EDAC, OBIAA, Halton Jobs, college and university alumni job boards, word-of-mouth and other tactics, reaching beyond Halton Hills to the region, provincially and event nationally, to garner the best pool of candidates. Posting closes June 10th, followed by interviews by a hiring committee. Goal start date for the new manager is mid-July.

Closing Comments

Linda Olson

Linda congratulated the new Board. Linda applauded those who participated in the meeting, and thanked all members and guests for attending.

Adjournment

Motion: to Adjourn the AGM

Motion by: Laura Vanderleest, McKinnon Funeral Home

Seconded by: Kelly Kirk, Pearly Whites

Motion Carried

With no further business to attend to the Board adjourned at 8:28pm