

OTTAWA STREET BIA MEETING
THURSDAY, January 19th, 2023
ZOOM 8:00 A.M.
BOARD MEETING MINUTES

B. Forgie
T. Lute
S. Querob
W. Fletcher
E. Grad
C. Braley.
M. Carruth

J. Abbiss
A. Terveld
M. Baker **

M. Anderson

K. James

** Not in attendance

1. Welcome & Introductions – M Anderson

2. Minutes for December, 2022 Board Meeting – M. Anderson

- **Motion** to approve minutes from December 2022
- 1st A. Terveld 2nd M. Carruth Carried

3. Treasurer's Report – M. Carruth

- Ottawa Street Bia 58,840.85 Contingency 40,318.12
- Haven't received levy payment yet, due in February
- Sew Hungry funds of \$23,000 still remaining in contingency

4. Committee Updates – A. Veld

Christmas tree is down

Broken basket is fixed

Had to place order for Spring / Summer baskets to stay in rotation

June is installation time due to watering length

Snowflakes will come down Feb and greenery will come down next week

\$700 to replace banner arms near Barton Street, will replace when updating banners

5. Advisory Committee – C. Braley

Motion to approve new bylaw to allow for hybrid meeting and remote voting for Ottawa Street BIA
1st. S. Querob 2nd. J. Abbiss Carried

Christmas Grant

Awarded \$1300 which will be arriving in the next 2 weeks to offset costs of snowflake repairs

Nominations for 2023 BIA Awards of Excellence required should we wish to participate

Winterfest 2023 Information

Runs from February 2nd to 20th across Hamilton

We can include any events happening in February through their online calendar to be featured

Looking for locations for wall mounted artwork that lights up which costs \$5000

Reached out to Indwell to see if this is an opportunity, they would wish to pursue on Ottawa Street North

J. Abbiss offered wall space of Ottawa Street Market as an alternative location for placement

Motion to commit to one of the light boxes available after Winterfest for \$5000

1.st K. James. 2nd. E. Grad. Carried

Review the Bylaws for Bia Hiring Policy and the new hiring and recruiting policy package provided at next meeting

6. BIA Coordinator – C. Braley

Elect new executives

M. Carruth has put himself forward for Chair

W. Fletcher has been nominated for Vice Chair

E. Grad has put themselves forward for Treasurer

B. Forgie has put themselves forward for Secretary

Motion to elect executives as stated above

1.st J. Abbiss. 2nd. T. Lute. Carried

Rental Update

Current landlord at 3 Britannia Ave offered a counter offer of \$2100 + tax for the next for 5 years

S. Querob has pointed out that current property is not accessible and should be within the BIA boundary

In favour of remote 4 / In favour of on street 4

Motion to approach the landlord and offer \$2000 + tax for 2 year lease

1. W. Fletcher 2nd T. Flute Carried

OBIAA Conference April 16 to 19

Breakdown of costs not included tax: Full \$890, Daily \$390, Hotel \$149 per night total of \$745 + gas

Total for entire conference = \$1685 + tax

Motion to allow executive director to attend conference for 4 days and pay for all accommodations

1st A. Terveld 2nd. S. Querob Carried

Action Plan provided and paid for by the City of Hamilton

Ottawa Street BIA is the only BIA in Hamilton not registered

Creates a 2 year action plan and breaks it up in 5 pillars: governance, beautification, marketing, events and other

1.5 hours for each session breaking it down, looking at changes, brainstorming ideas

A final report that becomes a critical path for the next couple of years

8-10 week process and board members are highly encourages to attend

Motion to proceed with The Action Plan for Ottawa Street North

1. S. Querob 2nd. T. Lute Carried

7. Other

Change meeting time and date to 3rd Tuesday of every month, in person at BIA office
new meetings from 6:00pm to 8:00pm

8. Dismissal

NEXT MEETING: Tuesday, February 21st, 2023 6:00pm to 7:00pm