

**Westboro Village BIA
2017 Annual General Meeting
February 28th, 2017
Clocktower Brew Pub
418 Richmond Road, Ottawa**

In attendance: Dan Hwang (Board Chair), Bill Bourk (Vice Chair), Rick Morris (Acting Treasurer), Michelle Groulx (Executive Director/Secretary), MaryAnne Petrella (Green Tree Eco Fashion), Jeff Leiper (Kitchissippi Ward), Darren Prashad (Merit Travel)

Celine Levo (Chocolaterie Bernard Callebaut), Claudia Arizmendi (Cupcake Lounge), Dave Neil (Piggy Market), David Seba (Quelque Chose), Denis Sabourin (Xactly Design), Elizabeth Stewart (Closet Candy), Gilbert Russell (Brio bodywear), Helen Aikenhead (Three Wild Women), Janet Ferreira (Boomerang Kids), Julie Giraldo (Domicile), Kaylie Taylor (Barley Mow), Kyle Cruickshank (Pure Kitchen), Molly (Village Quire), Patricia Barr (Wall Space Gallery), Richard Bown (Urban Turf), Valerie Mcsheffrey (Valerie Hair Studio), Jamie Brougham (Brougham Promotional Products), Sam (Cigar Man), Steve Hardino (Xactly Design)

Guests: Fiona, Dave (Village Quire), Erin Crowell (Wall Space gallery), Tracy (Brio Body wear),

1. Call to Order

Meeting was called to order at 6:15pm by Board Chair, Dan Hwang.

2. Chairman's Welcome

Dan Hwang greeted the Members and thanked them for attending the meeting. He introduced other board members.

3. Approval of the Agenda

Agenda was approved. **Motion/Kyle Cruickshank (Pure Kitchen); Seconded/Darren Prashad (Merit Travel) (Carried).**

4. Approval of the Minutes of the 2016 AGM

The minutes were approved. **Motion/Darren Prashad (Merit Travel); Seconded/Dan Hwang (Board Chair) – (Carried).**

5. Chair's Report

Dan presented the Chairman's Report. For details, see attached report.

Approval of the Chairman's Report

The Chairman's Report was approved. **Motion/ Bill Bourk (Vice Chair); Seconded/Darren Prashad) (Carried)**

6. Treasurer's Report

Rick presented the Treasurer's Report. For details, see attached report.

Approval of the Audited 2016 Financial Statements

The audited 2016 Financial Statements were approved. **Motion/Helen Aikenhead (Three Wild Women) Seconded/ Celine Levo (Chocolaterie Bernard Callebaut) (Carried)**

Review of the 2017 Financials to Date

2017 Financial Statements to date were approved. **Motion/ Helen Aikenhead; Seconded/ Rick Morris (Domicile) (Carried)**

7. Executive Director's Report

2018 Work Plan

Michelle Groulx introduced herself. She then went on to review the proposed 2018 Work Plan. For details, see attached report.

Dave Neil (Piggy Market), Darren Prashad (Merit Travel), Kyle Cruickshank (Pure Kitchen), Celine Levo (Cococo Chocolatiers), Molly Van der Schee (The Village Quire) asked questions and had comments regarding specific to fuse festival and Michelle provided more information and explanation. She shared a marketing calendar with everyone in attendance.

Michelle invited all members to join a Task Force to take a more involved role in BIA activities.

Patricia Barr (Wall Space Gallery) expressed her concern about WVBIA social media content. She feels that most of our social media post are irrelevant to Westboro community. She would like to see more content about Westboro. Michelle agreed that it is part of her plan to promote Westboro focused content on social media.

Michelle requested show of hand to vote for Friday August 17th for start of Fuse Festival. 3 out 31 in attendance showed hands/ **Denied**

Approval of the Executive Director's Report

The Executive Director's Report and 2018 Work Plan was approved.

Motion/ Celine Levo (Chocolaterie Bernard Callebaut) / Seconded/ Sam (Cigar Man) (Carried)

Budget 2018

Rick presented the budget for 2018. For details, see attached 2018 budget.

The budget 2018 was approved.

Motion/ Gilbert Russell (Brio bodywear)/ Seconded/ Bill Bourk (Vice Chair) (Carried)

8. Board Member Recruitment

Dan announced 3 permanent board vacancies. Following 3 members put forward their candidacy:

1. Molly Van Der Schee (Village Quire)
2. Steve Hardino (Xactly Design)
3. Richard Bown (Urban Turf)

Approval of Richard, Molly and Steve as Board Candidates

All 3 candidates were approved through vote.

9. Other Business

Helen (Three Wild women) expressed her concern about outsourcing work in 2017 fuse festival which costed a lot of money. Dan explained that with new staff at WVBIA office, situation is going to be different and expenses will come down significantly.

10. The meeting was adjourned at 8:03pm.

**Motion/ Helen Aikenhead (Three Wild Women); Seconded/ Sam (Cigar Man)
(Carried)**