Downtown Association

Sault Ste Marie, ON

BOARD MEETING

Tuesday, Jan 12th, 2016 – 5:30 p.m.

AGENDA

1. Call Meeting to Order

2. Approval of Agenda

3. Declaration of Conflict of Interest

4. Approval of Minutes - Dec 10th, 2015 Meeting

5. Business arising from minutes

6. 2016 Budget and Town Hall Meetings
   - Motion: That Town Hall Meetings be held on Jan 13th, 14th, 19th, & 20th at 9:00am and 5:00pm for consultation with members.
   - Motion: That the Finance Committee be tasked with preparation of the 2016 draft budget for review by the board by Feb 5th 2016, to be approved for the purpose of presentation to membership at the board's Feb 9th meeting.
   - Motion: That an open house meeting of the membership be held in the week of Feb 15th for the purpose of reviewing the proposed budget.
   - Motion: That the final budget for 2016 be approved by the board at the March 8th board meeting.
   - Motion: That the 2016 budget be brought to the City Council Agenda Review Committee on March 14th for the purpose of presentation to City Council on March 21st.

7. Finance Committee Report
   - Levy structure

8. Governance Committee Report

9. Financials
   - Reserve Fund
   - 2015 Audit
   - Year End statements (P&L, Balance Sheet)
   - Payables

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10. Formation of a Board Executive Committee
    - Motion: That a Board Executive Committee be struck consisting of the Board Chair, Vice-Chair, and Treasurer for the purposes of acting on behalf of the board during the interim times between board meetings.

11. Seasonal staff
    - Recommendation from Manager to extend contract for one seasonal staff person for an additional 3 months (April 19th).

12. Canada Summer Jobs program
    - Recommendation for Manager to submit an application to the Canada Summer Jobs program for 2 student positions from May 9th to August 27th. Applications accepted until February 26th, 2016.

13. Crimestoppers QR Patrol
    - Recommendation to invest/sponsor Crimestoppers to the amount of $1,500. This investment to be used for Crimestoppers to purchase equipment and monthly membership for the QR Patrol program. This program would enhance security for buildings and businesses in Queenstown.

14. Shadows of the Mind Film Festival
    - Recommendation to Sponsor the Shadows of the Mind Film Festival to the amount of $1,000. The Film Festival will be held Feb 23rd – 28th 2016.

15. Motion to move into Closed Session
    - Motion: That the board move to closed session for the purpose of discussing one item regarding personal matters about an identifiable individual, including municipal or local board employees – Municipal Act 239 (2)(b).

16. New Business

17. Adjourn