

Board Meeting

December 13th 2018 / 5:30 PM / Quality Inn & Suites Bayfront-180 Bay St.

Attendees:

Paul Scornaienchi, Intermn Chair; Kristi Cistaro, Chair; Frank Gaccione, Treasurer; Joseph Bisceglia, Director; Rory Ring, Director; Angela Romano, Director; Elizabeth Filice, Director-Elect; Neeta Marwah, Director-Elect; Josh Ingram, Exec. Director; Ashlyn McMillan-Cardoso, Admin, Events & Communications Coordinator; David Hywett, Beautification Staff; David Helwing, Media

Regrets:

Grace Tridico, Director; Paul Mason, Director-Elect.

Agenda:

1. Call Meeting to Order
2. Approval of Agenda
3. Declaration of Conflict of Interest
4. Board Appointments
5. Subcommittee Chair Appointments
6. Adjourn Meeting

1. Call Meeting to Order:

Meeting called to order 6:37 PM

2. Approval of Agenda:

Rory Ring **Seconded:** Elizabeth Filice
All In Favour. None Opposed.

3. Declaration of Conflict of Interest:

- N/A

4. Board Appointments:

- Paul Scornaienchi explains the roles & responsibilities of the Board of Directors and Executive Positions of Chair, Vice Chair & Treasurer.
- Explanation of subcommittees and chairing subcommittees
- Frank Gaccione nominates Paul Scornaienchi for Chair of The Downtown Association Board.
- Rory Ring Seconds the nomination
- Paul Scornaienchi respectfully declines the nomination.
- Paul Scornaienchi Nominates Kristi Cistaro as chair.
- Frank Gaccione Seconds the nomination.
- Kristi Cistaro accepts the nomination of the chair, stating it has been a great learning experience serving as vice-chair, excited about what has been accomplished in the previous 2.5 years, and believes there is great momentum moving into the next 4-year term.

Kristi Cistaro is Acclaimed as chair of The Downtown Association.

- The Downtown Association thanks Paul Scornianchi for his service to the community as Chair of The Downtown Association.

- Kristi Cistaro asks for nominations for Board of Directors Vice-Chair.
- Frank Gaccione nominates Rory Ring for Vice Chair of The Downtown Association Board.
- Paul Scornaienchi informs Rory Ring is not currently seated as a Board Member, so he cannot assume Vice-Chair Position.
- Rory Ring expresses interest to fill the vacant seat, Josh Ingram informs the board that applications can be placed with the City of Sault Ste. Marie Clerks Office
- It is suggested that the Board differ the choice of the Vice-Chair until all seats are filled
- Paul Scornaienchi offers to sit as in as Interim-Vice-Chair until all seats are filled
- Elizabeth Filice nominates Paul Scornaienchi as permanent Vice-Chair
- Paul Scornaienchi declines

Motion:

Frank Gaccione Motions that Paul Scornaienchi sit as Interim Vice-Chair until all seats are filled. **Seconded:** Neeta Marwah

All In favour. None Opposed.

- Kristi Cistaro nominates Frank Gaccione as Treasurer, who is currently holding the position, stating he has a wealth of institutional memory.
- Angela Romano Seconds the nomination.
- Frank Gaccione accepts the nomination for Treasurer.

Frank Gaccione is acclaimed as Treasurer.

5. Sub Committees:

- Kristi Cistaro mentions the importance of these subcommittee's to push the agenda of The Board & Association forward.
- Paul Scornaienchi comments on the importance of Board Members chairing these committees and leading the meetings.
- The following Board Members were appointed to each sub-committee as Chair & Co-Chair:
 - **Events Committee** - Kristi Cistaro, Chair; joined by Neeta Marwah
 - Discussion of the success of the 2018 event season.
 - **Finance Committee** - Frank Gaccione, Chair; joined by Paul Scornaienchi & Kristi Cistaro
 - **Beautification Committee** - Paul Scornaienchi, Chair;
- **Governance & Policy Committee** - Kristi Cistaro, Chair; Joined by Joseph Bisceglia, Rory Ring, Frank Giaccone, Paul Scornaienchi, Elizabeth Filice
- **Communications Committee** - Angela Romano, Chair;
- **Service Sector Committee** - Paul Mason, Elizabeth Filice
- **Grant writing Committee** - Kristi Cistaro, Paul Scornaienchi, Frank Gaccione
- Josh Ingram explains how beneficial it would be to have a committee assist with grant writing, as they are beneficial to our operation as a non-profit.
- Josh Ingram believes it would be beneficial to achieve a capital grant to assist with purchases for the members.
- Paul Scornaienchi believes this committee will be based on the needs of the other committees, there will be one committee dedicating their time to seeking funds.

6. New Business:

- Frank Giaccone asks for information regarding The Downtown Association's Involvement with The Special Olympics, Josh Ingram informs we are involved and the level of involvement is to be determined.
- Rory Ring informs The Board of Directors that the Sault Ste. Marie Chamber of Commerce will be launching a portal called "Sault Ste. Marie Discoverability" which is a portal to connect employers and employees who may have disabilities and has great resources for employers for training.
- Josh Ingram discusses the Stop-Gap Program
- The Downtown Association was nominated for Chamber Awards.
- Frank Giaccone suggests we have a Downtown Association Awards, Recognizing their involvement in our events & beautification.
- Kristi Cistaro suggests the Events, Beautification & Communications look into hosting these awards in the future.
- Josh Ingram would like to see each subcommittee meet before the end of January 2019.

Motion:

Paul Scornaienchi motions to hold a Board Meeting the 2nd Tuesday of every month

Seconded: Elizabeth Filice

All in Favour. None Opposed.

Motion to Adjourn:

Seconded: Neeta Marwah

All in favour. None Opposed.