

Aldershot Village BIA - Board of Directors

Meeting Minutes

Thursday, April 12, 2018

Present:

Kelvin Galbraith

Candise Nicholson

Councilor Rick Craven

Dr. Pedlar

Miriam Mulkewich

Dr. Scharge

Sonia Pagliuso

Jo-Anne Porter

Melissa Diamond

Staff:

Judy Worsley – Executive Director

Andrea Dodd – Social Media Coordinator

Regrets: Kiara Galbreath

Guests: None.

1. Call to Order at 7:30

Meeting Chaired by: Kelvin Galbraith

1. Approval of Past Minutes – Deferred.
2. Approval of Agenda:

Motion by: Candise Nicholson.

Second by: Jo-Anne Porter

Motion Carried

1. Chair Report
* Are we interested in a talk about Bill 148 for our membership? Yes.
* Simpson/Wigle would present and possibly in May.
1. Councilor Craven Report
* Aldershot bank robber has been captured!
* City Council has approved the BIA budget.
* Annual Councilor Craven meeting for Aldershot is Wednesday, April 18th 7pm. St Mathews Church to talk about south Aldershot.
* Public information session on May 3rd to discuss the Hub. Staff will prepare final recommendation in December. It will be at East Plains Church.
* Residents can find out all they need to know about redevelopment opportunities.
* This is all in Councilor Cravens newsletter so be sure to subscribe to that.
* When the OP is passed it will include Seasons all the way to Filmandale. This will change to 6 stories.
* There are many who want to redevelop here.
* National Homes – Has appealed to the OMB so the COB will not be making the final decision on this.
* There will be more public discussion.
* 92 Plains Road East – 6 story proposed there and builder has intentions to work locally.
1. Treasurers Report – 2018 Budget
* March financials are updated.
* Office rent is new on the financials.
* Reserve funds are the same.
* Approval on 2017 Financials are needed.
* Motion to Approve 2017 Financials – Melissa Diamond
* Second - Councilor Craven
* Rent and office furnishing coming up and we can invest after these things are done.
* Councilor Craven – We need to be ready if asked why we have large reserves. We have the proper answers for this as we are building reserves. Sign of good long term planning.
1. Social Media – Andrea Dodd
* Markets are on the website
* Created FB events for all 4, please share these on your own business accounts.
* Newsletters sent: ACHR Community Award & Mobility Hub follow up for those who missed the AGM.
* Would like to do ‘teasers’ for the new office space.
* Details or specific wording would be much appreciated.
* Alicia Hicks & Jo-Anne Porter: We need bio for website
* Markets – Postcards are ready to go out, please take some and more will be ordered along with posters.
1. New Office Report.
* Lease signed for 3 years with a sub-lease for $200 per month.
* Property committee has done a great job.
* $30 per hour to rent the space will also be available. We do have a sub- lease agreement in place and will take another look to ensure everything is in place for that.
* Students will be available for the month of July and we may have them do the parking survey that we would like done.
* Signage is up at store level and the ones on Plains will go up when weather is better.
* IKEA has measured up the office and a plan has been created.
* They did a fabulous job incorporating what we need and using our colors, keeping it modern & clean.
* $4252 is the quote. Waiting to hear on delivery & assembly.
* Motion to go ahead with IKEA office system plus computer etc. and approve a budget of $7500 to cover all: Councilor Craven
* All in Favor. Passed.
* Official Opening – Open House June 1st.

ACN – Mirium Mulkewich – High Speed Internet.

* Supplier of internet to business owners.
* Rates are slightly cheaper than normal.
* Quote provided for consideration for the office.
* We will get another competitive quote also.
1. Human Resource Committee Report
* Job description was circulated for Special Events Coordinator.
* We need to add a line about safety in the workplace.
* Move forward with candidate we found and would like to offer her the job.
* Jackie Andrews is the candidate at a 20 hour week at $18 per hour.
* Motion to accept the job description with amendments by Jo –Anne Porter.
* Second: Miriam Mulkewich
* All in favor. Passed.
* Motion to Hire Jackie Andrews: Alicia Hicks.
* Second: Candace Nicholson.
* All in favor. Passed.
1. Special Events Committee Report
* Jo-Anne is the new chair of the Special Events Committee.
* Market Bags Update: Logo with 18 sponsors on the sides is ideal.
* $250 seems an affordable price to be on the bag.
* This will go out in the newsletter once decided.
* To be continued.
1. Executive Director Report – Judy Worsley
* ACHR is coming up and suggestion that we put some money to it.
* We have 7 nominations for the BIA Business Award.
* Motion by Kelvin Galbraith: That we tag into the ACHR by contributing $1000 to this event and attend with 10 tickets, we would become a sponsor.
* Second: Jo-Anne Porter.
* All in favor. Passed.
* AGM feedback? Good turnout but some dignitaries were missing who had RSVP’d.
* OBIAA conference is coming up and Jo-Anne Porter will attend with Judy Worsley.
* White Oaks Landscaping project is back on the list to talk about.
* Owner of property is very interested in landscaping this COB land.
* Project is back on the table again.
* May be a hard sell with the city but so worth a try.
1. Meeting Adjourned: 9:15 am, Thank you.
2. Next Meeting: Thursday, May 10th  2018.

*Please note that all information presented*

*by Guest Speakers is to be considered confidential.*