

ABIA Board Meeting Minutes – August 10th, 2023

Attending:

Sonia Pagliuso
Kiara Galbraith
Allen Teska
Kelvin Galbraith
Miriam Mulkewich
Leslie Bullock
Lorna Hainsworth-Popper
Karen Lee

Absent:

Jimmy Bedi
Jacqui Cronin

Regrets:

Heidi Moniz

Staff:

Andrea Dodd

Guests:

None

Approval of August Agenda

Kelvin Galbraith / Miriam Mulkewich
Approved

Approval of June Minutes

Allen Teska / Kiara Galbreath
Approved

Conflicts of Interest: None.

Sonia Pagliuso - Board Chair

Michelle Moore would like to move us back to have Deloitte for our audit. It is in our bylaw that we use the same auditor that the COB uses.

Motion: To appoint Deloitte as our ABIA auditor. *Further investigation is desired and will be done by the Treasurer and City Councillor, and we will motion at the next meeting.*

Councillor Report - Kelvin Galbraith

City Halls renovation is complete, and the Service Burlington Counter is OPEN. It is a much better experience for residents and business owners.

Waterdown Road tender has been delayed re: sewer work. Pushed to the Fall and KG will keep the ABIA involved. This will be similar to what we went through on Plains Road.

Paving is finished and lines are painted, it has been a struggle for businesses.

The BIA will promote these businesses to the community with all our platforms.

Kiara Galbreath: Interim Treasurer

HST charges have been sorted out, sent and received all finished.

Purchases over \$1000 have been accounted for.

Bank Accounts – Credits & Debits

June 2023 - Credits 23 354.95 Debits 15 347.74

July 2023 - Credits 21 500 Debit 19 710

Visa statement

June 2023 2861.69

July 2023 784.02

HST public service body rebate for 2022 has been denied by CRA as of the July 4, 2023, CRA notice. KG has sent an additional HST form to support the rebate and we are awaiting that decision. Update, the CRA HST status now shows that it is currently being processed as of August 6, 2023.

Municipals Status request has been received and supporting documents have been sent.

The Quick Books Pro accounting program has several errors that will need to be addressed before Quick Books can be sent to the auditor at the end of the year. This has been brought to the attention of the Finance Committee and the Bookkeeper.

The ROE for Tiffany Budler is being processed at Service Canada. The BIA was not registered with Service Canada. The BIA is now registered with Service Canada and will be able to issue ROEs in the future.

Executive Director Lead Report: Andrea Dodd

Full Report on Slack

Highlights & Questions

Harvest Hoopla Spend:

Go ahead with the Aldershot Tee's to create a brand and buzz as they go out of Aldershot.

Look Local ABIA Magazine spread underway.

Go ahead on Holiday Planter Program, Spring was a great success.

New Banner designs: Go ahead and start the design process to have options for the Board.

Investigate Poles program in the Spring 2024.

NEW HIRE: Membership Engagement Specialist: ED will round out the job posting and start the process to find a candidate.

We will need to find someone to execute the Village Tree Lighting, ED will reach out and secure someone very soon.

Adjourned: 8:50am

Next Meeting: September 14th – 7:30am by ZOOM.