

DOWNTOWN KINGSTON BIA

BOARD OF MANAGEMENT MEETING AGENDA

Wednesday, December 14, 2022 at 6:00 pm – Seaway Coworking Space

BOARD OF MANAGEMENT MEMBERS PRESENT: (previous Board + incoming Board)

STAFF PRESENT:

OTHERS PRESENT:

REGRETS:

INCLUDED IN BOARD PACKAGE:

Board Minutes DRAFT– November 16, 2022
DRAFT Board Meeting dates – 2023
Board Contact list 2023-2026
Downtown Kingston Board member positions
8 Attributes of an Outstanding Board Chair

1. WELCOME, CALL TO ORDER

- Confirmation of Start Time
- Roll Call & Confirmation of Quorum
- Additions to the Agenda
- Declaration of Pecuniary Interests

2. APPROVAL OF AGENDA

- Identification of any in camera items

Motion to approve agenda as presented

Moved by:

Seconded by:

3. APPROVAL OF MINUTES

- Motion to approve November 16, 2022 Board Minutes as presented

Moved by:

Seconded by:

4. CONSENT ITEMS

- Motion to accept included Tourism Kingston, Kingston Accommodation Partners, and Kingston Economic Development Corporation updates (if provided)

Moved by:

Seconded by:

5. CHAIR'S REMARKS

6. INTRODUCTIONS – round table

7. 2023 MEETING DATES

- Motion to approve 2023 meeting dates

Moved by:

Seconded by:

8. FOR INFORMATION ONLY: ACTION ITEMS FROM November 16, 2022

ACTION ITEMS: Investigate Mental Health First Aid (Safety and Training for Staff)

- December or January item for Marijo/Michèle

ACTION ITEMS: Consider uploading meeting minutes from committees

- December project: Admin

ACTION ITEM: Find security system solution for installation on Sydenham St

- in progress

ACTION ITEM: examples for different properties and the levy difference from 2021 to 2022

- in progress

ACTION ITEM: Add Benefits presentation (October) to the Members' site as a resource.

- in progress

9. ADJOURNMENT

- Adjournment of meeting

Motion to adjourn

Moved by:

Seconded by:

ADDITIONAL

Notes:

Action Items:

Next Meeting Agenda Items: