

DOWNTOWN KINGSTON BIA

BOARD OF MANAGEMENT MEETING MINUTES

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

PREVIOUS BOARD OF MANAGEMENT MEMBERS PRESENT: Bev Allinson and Tim Pater

INCOMING BOARD OF MANAGEMENT MEMBERS PRESENT: Melissa Eapen-Bell, Tina Yan, Cyndy Gibson, Gord Dalton, Ed Smith, Steve Wallace, Stephanie Quick, A.J Keilty, Christine Ray-Bratt, Nicole Kemp, Colin Morris, Yasmine Nassereddine, Councilor Gary Oosterhof, Councilor Vincent Cinanni.

STAFF PRESENT: Angela Winkler, Michele Langlois, Nicole Solomatenko, Jan MacDonald & Peter Gillespie.

OTHERS PRESENT:

REGRETS: Gennaro DiSanto, Alexander Splinter and Nick Waterfield.

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 6:05
- 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: Cyndy Gibson

Seconded by: Mellissa Eapen-Bell

CARRIED

3. APPROVAL OF MINUTES

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

Moved by: Steve Wallace

Seconded by: Stephanie Quick

CARRIED

4. CONSENT ITEMS

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

5. CHAIR'S REMARKS

- Ed addresses Exec positions.
- Exec positions will be elected in January?
- Market square is now a farmers market that Loving Spoonful will be spearheading.

6. INTRODUCTIONS – round table

7. 2023 MEETING DATES

- Motion to approve 2023 meeting dates

Moved by: Cyndy Gibson

Seconded by: Gord Dalton

CARRIED

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: Steve Wallace

Seconded by: Gord Dalton

ADDITIONAL

Notes:

Action Items:

Next Meeting Agenda Items: