

Minutes for Downtown North Bay Board of Management

June 1, 2022

Call to Order

A board meeting of Downtown North Bay was held on June 1, 2022 in the 5th Floor boardroom at City Hall. It began at 8:11 am and was presided over by Chair Michelle Trudeau.

Attendees

Voting members in attendance included Michelle Trudeau, Katie Bevan, Rae Brenne, Dave Mendicino, Dayna Greco and Brannyn Hale on Zoom. Also in attendance were treasurer Sara Gage, municipal liaison Bev Hillier, and executive director Amber Livingstone.

Absent: Mac Bain, Barry Klus

Guests: Sara Lingenfelter and Dawn Lagesten from KPMG

1 Acceptance of Agenda

A motion to accept the June 1st agenda was made by Katie Bevan and seconded by Dave Mendicino.

Resolution 2022-29

2 Approval of Minutes

A motion to accept the minutes of the previous May 4, 2022 meeting was made by Rae Brenne and seconded by Dayna Greco. **Resolution 2022-30**

3 Financial Reports

Katie Bevan declares a conflict of interest pertaining to Kennedy Insurance.

The May expenses were presented by Sara Gage; expenditures were for insurance and treasurer's fee.

Motion to adopt expenses for May will have to wait, as we did not have quorum. Will go through email.

4 KPMG Presentation

The auditors went over the financial statement from the 2021 audit. KPMG provided a clean audit opinion; no issues to note.

Motion to accept audit as presented will have to wait as we did not have quorum. KPMG is waiting on engagement letter from municipality to issue the financial statements from 2021 audit.

6 Committee Reports

No update for this meeting.

7 City Councilor's Report

Downtown events this weekend include the Gallery Shop Hop, a Quint's exhibit at the North Bay Museum, tours of the Quint's home, a P.A.A.C public consultation, dinner theatre package \$50, with live entertainment at the Moose and Lou Dawgs. Ticket sales for Five: The Dionnes are going well.

8 Arts Hub Discussion

Dave shared that the potential location is the old Tranquility building on Main West. There was a contribution from the municipality to create an Arts Hub business plan. Private investors have begun discussions about the space and opportunity. Their idea is to open and start the Arts Hub to generate interest throughout the arts community.

Michelle indicated that the financial matrix doesn't work for the organization; costs through the Chamber's hub are very affordable. More work and information are required prior to the Board making a commitment.

Dave shared that the investors would agree to 3 years paying current rent, then lease would increase if all parties are happy, or we could leave the space.

Michelle reiterates that more discussions need to happen before a commitment can be made.

Dave Mendicino departs at 9am.

6 Executive Director's Report

Time unavailable to provide verbal update.

7 Adjournment

Katie Bevan moved that the meeting be adjourned, this was seconded Dayna Greco, and was agreed upon at 9:29 am. **Resolution 2022-33**

Board meetings will pause for July and August, and will resume September 7th. Motion to be sent through email.

Future meetings to be held in person at City Hall. Meetings need to adjourn by 9:15am.

Working meetings will happen throughout the summer.

Michelle Trudeau

Chair, Downtown North Bay

Date of Approval