

BOARD MEETING MINUTES

| Item | Topic | Presenter | Time |
|----------------|---|-------------|---------|
| 1 | <p>Call to Order 8:04 am</p> <p>Attended: Ray Ladouceur, Jamie Lowery, Sara Inch, Michelle Trudeau, Katie Bevan, Allyson Bursey, Brannyn Hale, Rae Brenne, Dayna Greco, municipal liaison Bev Hillier, treasurer Sara Gage and executive director Amber Livingstone</p> <p>Regrets:</p> <p>Absent: Ryan Ivy: regrets received at 8:40am</p> <p>Guests: CNB-Gerry McCrank, Joel Therrien, MCA-Jolene Douglas, Shandace, Jesse, Manuel.</p> | Katie Bevan | 8:03 am |
| 2-Vote | <p>2023-19: Motion to accept Consent Agenda. Moved by: Rae Brenne Seconded by: Ray Ladouceur Carried</p> | Katie Bevan | 8:05 am |
| 3-Presentation | <p>Auditor Presentation Clean audit opinion from KPMG.</p> <p>Pg 5: Receivables up at end of year. Interest accrual. Slight decline in prepaid expenses. Pg 6. Accumulated surplus. Beautification grant. Security reimbursement. Expenses comparable to 2021. Insurance increase. Marketing costs up. Beautification expenses down. Annual deficit \$3000. Pg. 8 Cash flow. \$6400 accounting. Positive \$8800. Pg 11. Note 2 - restricted cash</p> | KPMG | 8:06 am |
| 4-Vote | <p>2023-20: Motion to accept the audit report for 2022 from KPMG. Moved by: Dayna Greco Seconded by: Brannyn Hale Carried</p> | Katie Bevan | 8:25 am |
| 5-Presentation | <p>Construction: MCA</p> <ul style="list-style-type: none"> Public meeting May 9th 3.30-6:30pm (membership email) in CNB lobby with schedule & drawings. <p>May 15th detours up, then close block 5. May 15- Aug. 21 Block 5 Aug. 22. Nov. 7 Block 4 April 1, 2024 to May 15, 2024 Block 3</p> | MCA | 8:30 am |

Next Meeting

Wednesday, June 7, 2023

8:00 am – 9:15 am

City Hall, 5th Floor Boardroom

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| | <ul style="list-style-type: none"> • Signage submitted - being reviewed. Standard traffic signage. Fencing on curb while street construction happens. Signage (stickers can be added). Temporary pedestrian wayfinding signage at either end of block. DIA welcome to put up A-Frames. • No anticipated interruption of water/utility services. • Staging is all within the yard. Hoping to use Fisher & Main E for staging area (parking, equipment). • Construction Office: City engineers office shared with MCA business liaison. • Thursday meeting for DTNB concerns, requests. • Renderings will be posted in office. Hours will be 7am-7pm. If empty, the office will be locked with a phone number posted. Informational office. • Lot 10: 2 hours free with Pay & Display. • Streets being done first, then sidewalks. Curb and road removed first. Aiming to complete one side of the walk at a time. When pouring concrete, there will be times where people may not be able to access businesses as easily. Communication is important! Expect 3 pours/building. • Thursdays: discuss weekly construction schedules to share with membership. • Suggest businesses activate their rear entrances during pouring times. • HCAP team info: bring to first Thursday meeting. • Installation of exposed aggregate panels for people to view; possibly by planters at the Main West lot. | | |
| 6-Other Business | Discussion to shift board meetings from Wednesdays to Mondays, and timing of meetings. | Open | 9:15 am |

Next Meeting

Wednesday, June 7, 2023

8:00 am – 9:15 am

Wednesday, May 3, 2023

8:00 am – 9:15 am

City Hall, 5th Floor Boardroom

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| 11-Adjourn | 2023-121: Motion to adjourn. Moved by: Michelle Trudeau Seconded by: Allyson Burse Carried | Katie Bevan | 9:25 am |
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Katie Bevan: Chairperson

Date:

Next Meeting

Wednesday, June 7, 2023

8:00 am – 9:15 am