



## DOWNTOWN DUNDAS BIA ANNUAL GENERAL MEETING - MINUTES

February 18, 2025 @ 8:30am

Location: Collins Brewhouse, 33 King Street West, Dundas ON

### Members Present:

BIA Member Name	Business Name
Alex Wilson - BIA Board Member	City Of Hamilton - Ward 13 Councillor
David Tayler	BIA Executive Director
Jennifer Hayes - BIA Board (Chair)	Jax Sweet Shop
Dave Maculis - BIA Board (Treasurer)	Red Door Cucina
Lyndsay McAlpine - BIA Board Member	The Handmade House
Melanie Barlow - BIA Board (Secretary)	Dundas Community Services
Andrew Marcaccio	Freewheel Cycle
Mark Horsley	Barrel Heart Brewing
Donna Cole	Kitchen Witch
Carlota Cisneros	56 King St W (Property Owner)
Catherine Zivanic	56 King St W (Property Owner)

BIA Member Name	Business Name
Renee Moor	Journey Home
Erin Atak	Collins Brewhouse
Holly Nafziger	Gadsby's Clothing Co.
Marina Orde	Adventure Attic Inc.
Lynsay Connell	Norfolk Juice Co.
Mary Johnson	Kids N Krafts
Noelle Smith	Ellenoire
Christine Kempf	Mrs Greenway
Julie McNeilly	First Ontario Credit Union
Jamie Leder	Collins Brewhouse
Tara Crugnale	Dolce Kimera

**Regrets Communicated:** George Pagonis (50 King West, Property Owner), Nick Pagonis (50 King West, Property Owner), Kim Adams (Willow Salon), Scott Eccles (Eccles Auto Service), Kate Beker (Anglesea Boutique)

**Guest(s):** Cristina Geissler City of Hamilton, Business Development and BIA Officer

- 1. Opening Welcome/Meeting Call to Order:** Board Chair, Jenn Hayes welcomed all attending members and called the meeting to order at 8:30 am. Attendees introduced themselves and their businesses/roles to the group.
- 2. Call For Updates to the Agenda:** Jenn Hayes asked if there were any recommended changes to the agenda in which there were none.
- 3. Approval of the Agenda:** Motion to approve the agenda made by Melanie Barlow, seconded by Jamie Leder. No opposition, MOTION CARRIED
- 4. Approval of the Minutes from the November 13, 2023 Annual General Meeting:** Motion to approve the minutes as distributed made by D. Maciulis, seconded by Donna Cole. No opposition, MOTION CARRIED.
- 5. Declarations of Interest:** Jenn Hayes asked if there were any Declarations of Interest, of which there were none indicated.

### Presentation of Reports:

#### 6.1 Chair's Report: Jennifer Hayes (Jax Sweet Shop)

- Jenn Hayes expressed her thanks to the membership for their support during the year.
- Jenn Hayes thanked the new members of the Board of Management for their voluntary contributions to the Board and for their commitment to making positive changes to the BIA
- Jenn Hayes formally introduced the new Executive Director, Dave Tayler.
- Jenn Hayes reviewed some of the achievements of 2023; Rebranding of Downtown Dundas BIA, new flags on poles, success of first Live and Local event, etc.



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**Presentation of Reports (cont'd):**

**6.2 Executive Director's Report: David Tayler** (BIA Executive Director)

- Gave presentation verbally and on-screen
- Reviewed events, marketing efforts and beautification projects in 2024
- Highlighted philosophy/strategy for 2025

**6.3 Treasurer's Report: Approval of 2023 Financial Statements & 2025 Operating Budget:** (Presented by D. Tayler)

- The Audited Financial Statements for the calendar year 2023 were presented as approved by the BIA Board. Motion to receive the 2023 Audited Financial Statements made by Dave Maculius, seconded by Noelle Smith. No opposition, MOTION CARRIED.
- The 2024 Operating Budget was presented as approved by the BIA Board. Noted highlights included at 2% levy increase, use of reserves, funding expectations/uncertainty and contingencies, increased general advertising spend, and new addition of numerous smaller events. Motion to receive and approve the 2025 Operating Budget made by Dave Maculius, seconded by Lyndsay McAlpine. No opposition, MOTION CARRIED.

**7. Guest Speaker: Cristina Geissler, City of Hamilton Business Development and BIA Officer**

- Cristina Geisler from the City of Hamilton, Economic Development provided information on some of the City's small business incentive programs available to business - plus general support available from City's Economic Development team. Also reminded the members that nominations for the Board of Management happen during municipal election years every four years (next in 2026).

**8. Other Business**

- General Security: Some discussion around personal safety, specifically regarding aggressive "panhandling". General reminder about reporting each and every security or safety issue to appropriate authorities - to encourage proper data tracking and responses. Suggestion of a "buddy system" to share concerns and increase communication
- Cactus Festival: Continued concerns around vendors, competitors, cleanliness etc., during the event. Board notes they are actively working towards a better relationship with the Cactus committee on these very items.
- Call for Volunteers: general reminder to BIA members that input is needed, welcomed and encouraged on the various sub-committees.

**9. Adjournment:** Melanie Barlow moved to adjourn the meeting at 9:26am. Seconded by Tara Crugnale. No opposition, MOTION CARRIED.