

Weston Village BIA  
4 John St., Unit 3  
Weston, ON M9N 1J3



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**Minutes of Wednesday March 8 2023**

**Location (Hybrid):** BIA Office - 4 John St Unit 3 & Zoom

**Time:** 6:30 PM

**In Attendance - in person:**

George Kalamaris (Vice-Chair), Peter Kalamaris (Secretary/Treasurer), Suri Weinberg-Linsky, Omar Warsame, and Audrey Swartz (Coordinator)

**Guests - in person:**

Cameron Grant (Shakespeare in Action)

**In Attendance - virtually:**

Sylvio Rodriguez, Olumide Olatoye

**Guests - virtually:**

Melissa McEnroe (WVRA)

**Regrets**

Masum Hossain (Chair), Naveed Mukhtar, Councillor Nunziata Ward 5, York South-Weston

**Call to Order:** The meeting was called to order with quorum at 6:36 PM. It was noted that the meeting was being recorded.

**Motion:** To approve the agenda.

**Moved By:** Suri Weinberg-Linsky **Seconded by:** Peter Kalamaris

**Carried 03-08-01**

Conflict of Interest - None Declared

Omar joined the meeting at 6:39pm. Olu joined the meeting at 6:45pm.

Cameron Grant presented on the initiatives that Shakespeare in Action is working on;

- Rebranding and re-visioning - name change, new logo
- Play in Memorial park Aug 3-20<sup>th</sup> (14 performances)
- Nuit Blanche (with Urban Arts and Artscape) Sept 23 2023
- Looking to be involved with Winterfest & Farmers Market
- No doing a summer camp this year

The BIA made the following comments to his presentation

- Connect with SIA to put their program information on our promotions if possible
- Partner on a proposal for the City to install a permanent washroom for Little Park
- Some items from Winterfest could be installed for Nuit Blanche (ex. Crystal Tree)

**Motion:** To approve the February 2023 Minutes.

**Moved by:** Peter Kalamaris **Seconded by:** Suri Weinberg-Linsky

**Carried 03-08-02**

### **BIA Chair's Report**

Masum was not present so George provided updates on his behalf;

1. Audrey met with landlord regarding the concerns for the rent increase and updates to the office. David turned off the radiators in the office, looking into installing some window on top of the door for ventilation. New sink, window, flooring, wall repair, shelving done end of March. Sent an updated lease for \$1350+hst - \$200 increase. Masum is to meet with Peter to discuss upon his return - need to make clear of any increase 90 days notice.
2. Reviewed a list of current vacancies in the BIA, there isn't much comparable for price and space.
3. Review of criminal activity in the neighbourhood, and the reporting by the security guard. Incidents reports should be circulated to the board. Request a meeting with 12<sup>th</sup> division with the board. Suggested for the board to review the CPTED audit

**Motion:** To accept the Chair's Report.

**Moved By:** Peter Kalamaris **Seconded By:** Omar Warsame

**Carried 03-08-03**

**Councillor's Report** The Councillor was absent so there was no report.

### **Treasurer Report**

Peter Kalamaris presented the Treasurer report, the following comments were made;

**Motion:** To refund the HST portion collected in 2023 of the vendor payments for Emily Slator and Ouida Gibson. Total \$102.44

**Moved By:** Peter Kalamaris

**Seconded By:** Suri Weinberg-Linsky

**Carried 03-08-04**

1. There was discussion about the cheque requisition form on the amount that was triggering the need for a cheque requisition form. Photocopies of cheques should be attached to all invoices.
2. Peter updated on the status of the audit and the review of bookkeeping.

**Motion:** To approve the cheque requisition form as a requirement for any payment exceeding \$1,500, before HST.

**Moved By:** Peter Kalamaris

**Seconded By:** Suri Weinberg-Linsky

**Carried 03-08-05**

3. Updated briefly on an issue with CRA payroll deduction which is being investigated. Should get some fasteners for the cheque stubs.
4. Two requisitions were presented; \$17,701 for City's cost-share for the planters/baskets, \$6865 for Gladki strategic planners.

**Motion:** To accept the Treasurer Report

**Moved By:** Omar Warsame

**Seconded By:** Sylvio Rodriguez

**Carried 03-08-06**

### Coordinators Report

Audrey presented the report, and the following comments were made;

1. Discussed the possibility of moving the Weston LoveTO heart to another location in the BIA in the spring. Will revisit at the next meeting.
2. Foldable or telescopic ladder might be better for storage. George will go to home depot and look at the options.

**Motion:** To purchase a 10ft ladder for BIA use for a maximum of \$400.

**Moved By:** Suri Weinberg-Linsky **Seconded By:** Peter Kalamaris

**Carried 03-08-07**

3. Suggested to make all the costumes one price as there is a range. Price all at \$100. Historical Society needs to confirm she would let us rent out the wagon and if so provide an appraisal. So remove from the list for now until we have the information.

**Motion:** Send list of BIA assets with costing to Hypitch with changes.

**Moved By:** Peter Kalamaris **Seconded By:** Omar Warsame

**Carried 03-08-08**

4. Suggested to create a public RFP for the artists to paint the wooden items. Jessica Gorliki suggested to send the RFP. Need to figure it out location they would set up (office, Artscape, one of Harley's properties?) discuss at next meeting.

**Motion:** To approve \$200 budget for bench repairs by Trevor Comer

**Moved By:** Peter Kalamaris **Seconded By:** Omar Warsame

**Carried 03-08-09**

5. Audrey was asked to book the hotel through booking.com than directly on the website.

**Vote:** Hotel booking for BIA conference

**Hilton: 2 Allure: 2** Sylvio was away from the screen and didn't vote.

George broke the tie and decided Audrey shall book the Hilton

**Carried 03-08-10**

Sylvio left the meeting at 8:32 pm

6. Use vendor fees collected for Doors Open at Artscape to do any activations, bouncy castle and/or busker at the Masonic Lodge. Break even to do anything.
7. Presented the list of vendors who applied for the market and been reviewed by George. Clarified the kind of vendor Campagna Farms, J&S won't be attending this year call discuss in the subcommittee report.

**Motion:** To accept the applications received to the Farmers Market

**Moved By:** Peter Kalamaris **Seconded By:** Omar Warsame

**Carried 03-08-11**

### Subcommittees

The board was asked to provide their first and second choice for a subcommittee. Every board member is required to hold at least one executive or subcommittee position. Audrey presented the results of the subcommittee sign ups through the Google form, they were submitted as follows;

	<b>1<sup>st</sup> Choice</b>	<b>2<sup>nd</sup> Choice</b>
Peter	Streetscape	Capacity Development
Suri	Streetscape	Events
Olu	Streetscape	Marketing
Omar	Events	Capacity Development
Sylvio	Events	Capacity Development
George	Capacity Development	Events

It was noted that Naveed said he was too busy to join a committee, so Masum needs to have a discussion in regards to his capacity as a board member.

Masum, by default, is a member of every subcommittee in the case of a tie. Audrey clarified that every subcommittee should assign one person as Chair, who the coordinator reports to.

George had decided to change his 2<sup>nd</sup> choice from Events to Marketing. There was discussion about George's experience in the role in the events subcommittee and he explained his decision to step away. He is still open to helping the new committee. It was clarified that the Events committee includes; Farmers Market, Winterfest, Tune Up on Trail, Mother's Day etc.

**Streetscape Committee Members:** Suri (Chair), Peter, Olu

**Capacity Development Committee Members:** Peter (Chair), George, Omar, Sylvio

**Marketing Committee Members:** George (Chair), Olu

**Events Committee Members:** Suri, Omar, Sylvio (Chair position TBD)

Audrey was approached by Jason Doolan who offered to help the BIA, the board approved to invite him to join the Marketing subcommittee.

Subcommittee chairs shall prepare a report monthly and distribute to the board at month end. It was decided that the board meetings for subcommittees shall be the 2<sup>nd</sup> Tuesday of every month at 10am on Zoom.

Therefore the next subcommittee board meeting is scheduled for Tuesday April 11<sup>th</sup> at 10am. The next executive board meeting will be Wednesday April 12<sup>th</sup> at 6:30pm in person.

Other Business

Audrey reminded the board members about the Board Orientation course from the City, which she will e-mail the logins. It is mandatory that all board members complete it by May 31<sup>st</sup>.

**Meeting Adjournment:** George Kalamaris called the meeting to a close at 8:57 PM.

Minutes Approved By:

~~Chair, Masum Hossain~~ VICE-CHAIR GEORGE Date  
Peter K. Secretary/Vice-Chair, PETER K. Date

APRIL 12, 2023

JUNE 14, 2023