



**Board of Management of Welland Downtown  
Business Improvement Area - City of Welland**

**General Meeting**

**Civic Square Room 108/109  
(60 East Main Street)**

**Monday March 5th, 2018**

**AGENDA**

1. Welcome – Call to Order
2. Open of General Meeting
3. Acceptance of Agenda
4. Declaration of Conflicts
5. Approval of Minutes
  - a. Minutes of the General Meeting of Monday February 5th, 2017
6. Report of the Chair D. Wright
7. Report of the Executive Director A. MacDonald
8. Committee Motions
9. Committee Reports
  - a. Finance and Audit A. MacDonald
    - i. Auditor's time lines A. MacDonald
  - b. Beautification J. Eisen
    - i. Hanging Baskets and Meeting update
    - ii. Overall Cost of Floral Beautification A. MacDonald
  - c. Governance B. Herchmer
  - d. Marketing and Events A. MacDonald
    - i. Feast St. Niagara L. Spinosa
    - ii. Canoe Polo World Championship A. MacDonald
    - iii. Canada Day 2018 Updates A. MacDonald
    - iv. Concerts on the Canal Updates D. Wright/A. MacDonald
    - v. Media Sponsorship A. MacDonald
10. Business Arising
  - a. OBIAA Strategic Planning D. Wright/A. MacDonald
  - b. Meeting with the Mayor D. Wright

11. New Business

- |  |                        |
|--|------------------------|
| a. Social Media Management Applications        | A. MacDonald           |
| b. Office Relocation and Summer Student Grant  | D. Wright/A. MacDonald |
| c. Risk Management Document                    | D. Wright/A. MacDonald |
| d. Vulnerable Sector Checks – Event Volunteers | A. MacDonald           |
| e. Shared duties – North Welland BIA           | D. Wright              |

12. White Space

13. Correspondance

- a. Cogeco correspondence soliciting services
- b. Google correspondence soliciting services and advertising coupons
- c. Government of Canada – Service Canada GCOS Registration Number for Online Grants
- d. WDBIA Credit Card – Received in mail February 28<sup>th</sup>
- e. Talent 2 Design Grand Opening Press Release

14. Next Meeting: **Monday April 9<sup>th</sup>, 2018; 60 East Main Street (Civic Square room 108/109)**

15. Adjournment

RSVP your attendance to Amanda MacDonald – [info@downtownwelland.ca](mailto:info@downtownwelland.ca)