

Meeting Minutes

Location: Zoom

1. Call to Order

2:02pm

2. Additions to the Agenda

None

3. Adoption of Agenda

Motion by Deanna, Jay 2nd.

4. Adoption of Minutes of Aug 2020 Meeting

Motion by Steve, Jay 2nd.

5. Update on Action Items

a. Budget

Adam provided highlights of the proposed budget:

- Total spending for 2020-2021 is forecast to come in at \$192,000 or about \$14,000 below levy revenues of \$206,000.
- This spending forecast includes additional (higher) expenditures for neighbourhood cleaning and an estimate of \$1300/week in ED salary for the rest of the year following the ED consulting engagement's expiry next month.
- The forecast results in about \$50,700 in reserves at year end.
For the 2021-2022 budget:
- Overall, there is a 0% levy increase. Expenses at next year's budgeted level may be covered by the reserves for two years, and reserves should probably not be maintained at the current level in any case. Beginning in 2023-2024, the budget will need to be re-assessed to consider higher revenues (eg. a levy increase) and/or lower spending.
- The staff payroll is based on an estimated salary of \$70,000/year plus CPP and EI. I believe the budgeted amount of \$52,000 from the current fiscal year's budget makes it extremely challenging to attract an ED with the necessary skills and experience to manage the BIA's administration, build and maintain relationships, advocate with governments, and manage contractors. '
- Devon suggested that a salary closer to \$80k could be more realistic. He recognized the costs of living in Vancouver and the experience needed for the ED role. Board consensus to adjust salary.
- I have included continued rental of a desk at the HiVE for next year (\$6600) though this is an expense that should be reviewed. During COVID, this space has gone largely unused though there is value in having the ED regularly working from the BIA in more normal periods.

- Spending on marketing, sponsorship, and events is down substantially this year. Assuming that events return to a more traditional level in 2021-22, the budget has been maintained accordingly with the exception of the sponsorship budget which has been reduced in line with the spending and requests year-to-date.
- The Clean Streets expense has been increased substantially with public art reduced somewhat to reflect actual spending trends; overall, Public Realm spending is maintained at a high level (\$45,000) to meet member priorities around a clean and safe BIA. (This is the number one issue I hear about from members and was the top concern cited in the survey.)

b. Engagement speaking points and flyer

Adam was working with a printer on the mailing for members and had provided a summary of points by email

c. Board contact

Thanks to Jay and Steve for meeting with Dirk Falconer from Stratosphere Salon. Dirk has agreed to join. Adam encourages board members to keep an eye out for strong candidates and plans to analyze representation on the board this fiscal year.

d. United We Can

Early patrols have gone well and are removing substantial amounts of garbage and needles. Have also flagged hotspots where material has been dumped and/or burned.

e. Crap Trapper

Adam has been in touch with Crap Trapper and had a conversation with Theo Lamb of Strathcona BIA regarding this service to express our interest. Theo would like to carry out the full 3-month pilot before the service expands as Mark and Elwood are dealing with a lot of challenges associated with starting a new business. Goal of arranging meeting after pilot.

f. Buy Local

Adam updated the September 16 meeting of this group and the goal of putting down some key priorities to support local businesses.

6. Renewal and AGM Update

Adam confirmed the AGM date of October 14 and that the City's renewal requirements continued to be met.

7. Other business

a. Additional Patrols

Adam updated the timelines re: City decision on the HxBIA grant application for further cleaning funding as mid-October. Given the challenges in the BIA and budget flexibility, Adam suggested adding additional support regardless of the grant decision.

b. IT Services

Adam summarized the IT services provided by Chris Neale-Clark and discussions on expanding Chris' services to include a more active webpage and social media accounts (Twitter and Instagram, in particular). Chris is putting together a proposal on this subject.

8. Adjournment

The meeting was adjourned at 3:04 PM without a motion.