Minutes

Annual General Meeting, November 28, 2021

Bridgeland Business Improvement Area

**Date:** December 7, 2021

**Time:** 6pm MST

**Location:** Via Google Meets due to ongoing Covid-19 Pandemic

**Present:** Alena Jenkins: Alena Jenkins FivePoint Cannabis President

 Laura Brescia: Bridgeland Dental Care and Alpine Dental

 Shayne Perrin Shayne Perrin- Blue Star, Cannibale

 Chris Hankins: Bridgeland Sport and Spine

Dan Jenkins: Dan Jenkins, Jenkins Architecture President

Amy Skinner: Amy Skinner Law

Mhairi O’Donnell: Moonlight & Eli Owner

Tony Nicastro: Villa Firenza

Meghan Huchkowsky - Doodle Dogs

Roseanne Penner – Salute Family Medicine

Jacqui Sanderson: Executive Director,

**Absent:**

Yousef Traya

Shannon Creelman

Calvin Quan

1. **Call to Order:** Meeting called to order at 6:15 pm by the Chair, Alena Jenkins. Mhairi O’Donnell seconded the motion to call our 2021 AGM meeting to order. Vote was held by show of hands and passed by unanimous approval.
2. **Quorum**: 10 voting members of the Bridgeland Improvement Area present.
3. **Approval of Agenda:** Amy Skinner put forward motion to accept the agenda as attached to the meeting invite. The motion was seconded by Mhairi O’Donnell. Voting was by show of hands and the motion was accepted by unanimous approval.
4. **Reading an approval of Minutes from previous AGM**. Chris Hankins put forward a motion to accept the minutes from the December 7, 2020 AGM, as attached to the meeting invite. Motion was seconded by Shayne Perrin. Voting was by show of hands and the motion was accepted by unanimous approval.

**III. Chair’s Report**

* Introduction of Jacqui Sanderson, our Executive Director, to the members present.
* Website has been updated.
* #inbridgeland can be used by all members in social media
* Vibrant Public Grant. We did not receive the grant, but Jenkins Architecture is working with us to develop a long term plan as to what we would like to see in our BIA. We will continue to post in the resource section of our website updates on our projects.
* Development permits will also now be posted on the website for all members to access.
* Roseanne asked about methods of communication and how information is given to members of the BIA. Some discussion and clarification provided by Chris Hankins, and Alena Jenkins and Shayne Perrin.

**IV. Executive Director Report**

* Projects and initiatives for 2022 were shared
* Gateway Project and Mainstreet and were outlined
* Full contacts for all businesses will be obtained for all businesses
* Website updates will be utilized more
* More collaboration between BRCA and BIA is a goal.
* Parking in our area will be addressed
1. **Audit of 2020 Financial Statements**. Vote on Audit of 2020 Financial Statement.
* Chris Hankins moved to accept the 2020 Financial Statements and audit as attached to the meeting invite. The motion was seconded by Mhairi O’Donnell. Voting was by a show of hands and passed by unanimous approval.

1. **Budget for 2022**
* In 2021 the City paid the levies for all businesses but will not be doing this for 2022.
* Discussion was held and group decided to set our BIA levy at 100K for 2022.
* Preparation of Gateway and Mainstreet will be important and may require more financial resources than last year.
* Discussion identified there are more businesses in our BIA now so most businesses won’t see an increase in their individual levies.
* Grants were provided and we will continue to apply for grants whenever possible

A motion was put forward by Chris Hankins to approve the 2022 budget as attached to the meeting invite. This motion was seconded by Amy Skinner. Voting was by show of hands and passed by unanimous approval.

1. **Appointment of Financial Auditor.** Chris Hankins moved to appoint Numeris LLP as auditor of our 2021 Financial Statements. This motion was seconded by Alena Jenkins. Voting was by show of hands and passed by unanimous approval.
2. **Time for questions and answers.**
* Opportunities for volunteer involvement was asked by Meghan Huchkowsky. She said she will reach out Jacqui later.

**IX. Nomination of Directors.** No nominations for new directors were put forward this year. A motion was put forward by Amy Skinner to accept our 5 existing board members for a 2 year term. The motion was seconded by Alena Jenkins. Voting was by show of hands and the passed by unanimous approval

1. **Adjournment**. Meeting adjourned at 6:39 pm by Alena Jenkins.