

Minutes of a Regular General Meeting of the
Town of Tecumseh Business Improvement Area (TOTBIA)

A Regular General Meeting of the Town of Tecumseh BIA (TOTBIA) Members held as of
Wednesday, January 19, 2022 held electronically at 6:00 PM.
Live stream is available on the BIA website at www.tecumsehbia.com

(TOTBBM-01-01)

Call to Order

The meeting is called to order at 6:02 PM by Linda Proctor, Vice Chair.

(TOTBBM –02-01)

Roll Call

Vice Chair	Linda Proctor
Treasurer	Paul Bistany
Director	Jules Champoux
Director	Jessica Fowler
Director	Leo Demarce
Director	Sandra Zanet
Councillor	Andrew Dowie
Councillor	Brian Houston

Regrets:

Absent:	Director	Travis Dorner
	Director	Eddy Hammoud

Minute Taker: Coordinator Denise Pelaccia

Guest:

Live Stream:

(TOTBBM – 03-01)

Disclosure of Pecuniary Interest – No disclosures of pecuniary interest at this meeting.

(TOTBBM – 04-01)

Delegations – No delegations at this meeting.

(TOTBBM – 05-01)

Communications

6.1 TOTBIA Board of Management Meeting Minutes

Motion: (BBM-01/01)

Moved by: Leo Demarce

Second by: Jules Champoux

That the minutes of the Town of Tecumseh TOTBIA Regular General Meeting held on December 15, 2021 be approved as distributed.

Approved.

Carried.

6.2 Letters From– No letters at this time.

(TOTBBM – 06-01)

SUPPLEMENTARY Agenda Adoption- Nothing at this time.

(TOTBBM – 07-01)

Reports

8.1 Chair Report:

Chair Report- December 2021:

- See Agenda attachment.

Motion: (BBM-02/01)

Moved by: Jules Champoux

Second by: Paul Bistany

That the Chair Report for December 2021 be accepted.

Approved.

Carried.

8.2 Treasurer Report:

Tecumseh BIA

2021 Month End Financials:

- See PDF of Financial Reports for December 2021 in Agenda.

December 2021 Financial Report:

Motion: (BBM-03/01)

Moved by: Sandra Zanet

Second by: Jessica Fowler

That the December 2021 Financial Report be accepted.

Approved.

Carried.

8.3 Coordinator Report – D. Pelaccia reports the following:

- See Agenda attachment.

Motion: (BBM-04/01)

Moved by: Brian Houston

Second by: Paul Bistany

That the Coordinator Report for December 2021 be accepted.

Approved.

Carried.

8.4 Council Report –

- See PDF of Council Reports for December 2021 in Agenda.

Motion: (BBM-05/01)

Moved by: Paul Bistany

Second by: Leo Demarce

That the Council Reports for December 2021 be accepted.

Approved.

Carried.

8.5 Committee Reports – (TOTBBM – 08-01)

Marketing Committee: (Keep 5-10 minutes.)

- See Agenda attachment.

Membership Committee: (Keep 5-10 minutes.)

- See Agenda attachment.

Beautification Committee: (Keep 5-10 minutes.)

- See Agenda attachment.

Events Committee: (Keep 5-10 minutes.)

- See Agenda attachment.

Governance Committee: (Keep 5-10 minutes.)

- See Agenda attachment.

Motion: (BBM-06/01)

Moved by: Brian Houston

Second by: Jessica Fowler

That the Committee Reports for December 2021 be accepted.

Approved.

Carried.

(TOTBBM – 09-01)

Unfinished Business

- Strategic Plan for 2021 - Need to schedule during a special meeting to complete. – Deferred
- MOU- Finalize

(TOTBBM – 10-01)

New Business

- Part-Time/On-Call Office Help for 2022 (See attachment in Agenda.)
- Tecumseh's 100th Anniversary Celebrations- Tecumseh BIA Involvement (See attachment in Agenda.)
- Officially Appoint New Board Members to Committees (See attachment in Agenda.)
- Tecumseh Dollars Program Revamp- Feedback from Meeting (See attachment in Agenda.)
- Approval of the Mural Agreement for Legality Purposes (See attachment in Agenda.)
- Signing Officers at WFCU Credit Union (See attachment in Agenda.)
- Covid Supplies for Tecumseh BIA Members
 - o 2021 Order from Monarch Basics: \$1,184.81 (including HST)
(100x Hand Sanitizers- \$299.00 & 50x Boxes of Blue Face Masks- \$749.50)
VS.
2022 Same Order from Monarch Basics: \$798.50 (including HST)
(100x Hand Sanitizers- \$299.00 & 50x Boxes of Blue Face Masks- \$499.50)
(See attachment in Agenda.)

- “Tecumseh Proud” Patten/Trademark- Costs (See attachment in Agenda.)
- Tecumseh BIA Apparel for Board Members- To Wear at Events/Grand Openings, Etc. (See attachments in Agenda.)

(TOTBBM – 11-01)

Next Meeting

The next regular general meeting is scheduled on Wednesday, February 16, 2022 at 6:00 PM and is currently scheduled to be held electronically. The live stream will be available on the BIA website at www.tecumsehbia.com

(TOTBBM – 12-01)

Adjournment

Motion: (BBM-07/01)

Moved by: Jules Champoux

Second by: Sandra Zanet

That there being no further business, the January 19, 2022 regular general meeting of the TOTBIA Board of Management be adjourned at 7:50 PM.

Carried.

Approved

DRAFT

Linda Proctor, Vice Chair

DRAFT

Denise Pelaccia, Coordinator

MINUTES NOT YET APPROVED.