

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, March 16, 2022 at 6:00 PM.

Meeting Minutes are available on the BIA website at www.tecumsehbia.com

Link to Tecumseh BIA Agenda:

<https://tecumseh-pub.escribemeetings.com/Meeting.aspx?Id=c41af138-0cb6-4ad6-85d1-57d175372cb1&Agenda=Agenda&lang=English>

(TOTBBM-25-03)

Call to Order

The meeting is called to order at 6:01 PM by Vice Chair, Linda Proctor.

(TOTBBM –26-03)

Roll Call

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

Regrets:	Director	Jessica Fowler
	Director	Jules Champoux
	Director	Eddy Hammoud
	Director	Travis Dorner

Absent:

Minute Taker: Coordinator Denise Pelaccia

Guest:

(TOTBBM – 27-03)

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

(TOTBBM – 28-03)

Delegations – No delegations at this meeting.

(TOTBBM – 29-03)

Communications

6.1 TOTBIA Board of Management Meeting Minutes

Motion: (BBM-15/03) Moved by: Brian Houston
 Second by: Paul Bistany

That the minutes of the Town of Tecumseh TOTBIA Regular General Meeting held on February 16, 2021 be approved as distributed.

Approved.
Carried.

6.2 Letters From– No letters at this time.

(TOTBBM – 30-03)
SUPPLEMENTAY Agenda Adoption- Nothing at this time.

(TOTBBM – 31-03) **Reports**

8.1 Chair Report:
Chair Report- February 2022:
- See Agenda attachment.

Motion: (BBM-16/03) Moved by: Leo Demarce
Second by: Sandra Zanet

That the Chair Report for February 2022 be accepted.
Approved.
Carried.

8.2 Treasurer Report:
Tecumseh BIA
2021 Month End Financials:
- See PDF of Financial Reports for February 2022 in Agenda.

February 2021 Financial Report:
Motion: (BBM-17/03) Moved by: Leo Demarce
Second by: Sandra Zanet

That the February 2022 Financial Report be accepted.
Approved.
Carried.

8.3 Coordinator Report – D. Pelaccia reports the following:
- See Agenda attachment.

Motion: (BBM-18/03) Moved by: Paul Bistany
Second by: Sandra Zanet

That the Coordinator Report for February 2022 be accepted.
Approved.
Carried.

8.4 Council Report –
- See PDF of Council Reports for February 2022 in Agenda.

Motion: (BBM-19/03) Moved by: Brian Houston
Second by: Leo Demarce

That the Council Reports for February 2022 be accepted.
Approved.

Carried.

8.5 Committee Reports – (TOTBBM – 32-03)

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-20/03)

Moved by: Brian Houston

Second by: Paul Bistany

That the Committee Reports for February 2022 be accepted.

Approved.

Carried.

(TOTBBM – 33-03)

Unfinished Business

- Strategic Plan for 2022 - Need to schedule during a special meeting to complete. – Deferred
- MOU- Finalize

Strategic Plan for 2022

Motion: (BBM-21/03)

Moved by: Brian Houston

Second by: Leo Demarce

That the Tecumseh BIA Board of Management agrees to push the task of creating a Strategic Plan to the next generation of the Tecumseh BIA Board after elections for new term.

Approved.

Carried.

(TOTBBM – 34-03)

New Business

- Chair & Vice Chair Elections – Deferred
- 519Culture- Tecumseh-themed Gift Boxes for Sale (Mother's/Father's Day)
- TextHelp- Website AODA Compliancy (Subscription Renewal)
- New Cellphone Upgrade

- Tecumseh BIA Web & Email Domain to Change
- New Tecumseh BIA Apparel
- New Tecumseh BIA Event Equipment

519Culture Mother's Day/Father's Day Gift Boxes

Motion: (BBM-22/03)

Moved by: Brian Houston

Second by: Leo Demarce

That the Tecumseh BIA Board of Management delegates the decision of participating in the 519Culture opportunity to the Executives pending final price.

Approved.

Carried.

Tecumseh BIA Cellphone Upgrade

Motion: (BBM-23/03)

Moved by: Leo Demarce

Second by: Sandra Zanet

That the Tecumseh BIA Board of Management approves the work cellphone upgrade from an iPhone XR to an iPhone 13.

Approved.

Carried.

(TOTBBM – 35-03)

Next Meeting

The next regular general meeting is scheduled on Wednesday, April 20, 2022 at 6:00 PM at the Tecumseh BIA office. Meeting Minutes will be available on the BIA website at www.tecumsehbia.com

(TOTBBM – 36-03)

Adjournment

Motion: (BBM-24/03)

Moved by: Sandra Zanet

Second by: Brian Houston

That there being no further business, the March 16, 2022 regular general meeting of the TOTBIA Board of Management be adjourned at 8:00 PM.

Carried.

Approved

DRAFT

Linda Proctor, Vice Chair

DRAFT

Denise Pelaccia, Coordinator

MINUTES NOT YET APPROVED.