

**Hastings Crossing Business Improvement Association  
2016 Annual General Meeting  
DRAFT MINUTES**

**Meeting held at Save On Meats, 43 W Hastings Street  
Wednesday, September 28<sup>th</sup> 2016, 5:30 PM**

1. **Call to Order & Confirmation of Quorum**
  - Meeting called to order by board chair Jon Sharun at: 5:41
  - Quorum achieved at 5:41 with 29 voting members and other guests also present.
  - Welcome to HxBIA Members and Guests (Special recognition of Kaye Krishna, General Manager of Development Services, Buildings and Licensing at the City of Vancouver)
2. **Proof of Notice of Meeting**
  - Landon Hoyt, Executive Director read aloud the official HxBIA AGM notice that was mailed to members in August 2016.
3. **Certification of Proxies**
  - Proxies appointed for this meeting include:
    - Jon Sharun representing Devon Boorman of Academie Duello
    - Howard Jang representing Jennifer Johnstone of Central City Foundation
    - Kamilah Charters-Gabaneck representing Coco Culbertson of PHS
4. **Approval of Agenda**
  - Minor adjustments to the agenda include moving the special guest, Kaye Krishna, to item 7, following the Welcome & Introductions.
  - **It was moved by Ash MacLeod that the agenda be approved. Motion seconded by Howard Jang. Motion passed unanimously.**
5. **Approve Minutes of the 2015 AGM**
  - **It was moved by Anna Migicovsky to approve the 2015 AGM Minutes. Motion seconded by Cindy MacMillan. Motion passed unanimously.**
6. **Welcome & Introductions**
  - HxBIA board chair, Jon Sharun welcomed the members and guest in attendance and acknowledged board members that were present:
    - Jon Sharun – The Pint + Chair
    - Heather O'Hara – Balmoral Hotel (Representing Paul Sahota)
    - Ash MacLeod - Save On Meats (representing Mark Brand)
    - Howard Jang – SFU Woodward's
  - Jon also acknowledged board members not present at the meeting:
    - Jennifer Johnstone – Central City Foundation + Treasurer, Secretary
    - Devon Boorman - Academie Duello
    - Coco Culbertson – PHS Community Services Society
  - Other members present included:

- o Andrew Larigakis - Larigakis Architecture
- o Angela Kruger - Enterprising Women Making Art (EWMA)
- o Ann Mountney - Opus Art Supplies
- o Anna Migicovsky - Knack/Potluck Cafe
- o Brandon Grossutti - Pidgin
- o Caithlin Scarpelli - Atira Women's Resource Society
- o Cindy MacMillan - Anthem Properties
- o Claudia Mercado - Coffee Importers (Business Name pending)
- o Dana DeKoven - Reel Causes Society
- o David Greaves - Mission Possible
- o Hendrik Beune - Binners' Project
- o Jarett Rude - Open Doors Group
- o Kamilah Charters-Gabenek - SFU Vancouver
- o Katie Stewart - HiVE Vancouver Society
- o Kelsey Bates - McCrea Immigration Law Corporation
- o Kiri Bird - LED Lab
- o Kurtis Stewart - Camp Tech
- o Malcolm Hassn - SBC Restaurant
- o Marianne Hicks - Salvation Army-Harbour Light
- o Max Baessato - Open Doors Group
- o Michelle Najdusch - Smallflower Cafe
- o Minjun Lu
- o Richard Mubaczyk - Binners' Project
- o Salim Lakhani - Ultra XPress Printing Inc/PrintPrint.ca
- o Teresa Edge - Knack/Potluck Cafe
- o Vincent Fodera - Property Owner 353 W Pender St
- o Vittoria Demichina - Roundhouse Radio
- o Wesley Raley - Wishing Treats

Members and guests introduced themselves roundtable style.

**7. Special Guest: Kaye Krishna, General Manager of Development Services, Buildings and Licensing at the City of Vancouver'**

- Recently moved from New York working for the City of New York
- Worked on housing and businesses following Hurricane Katrina. Financing and retrofits to protect businesses in the case of disasters.
- Worked with BIAs to develop resilience strategies for businesses and BIAs, especially in low-income communities in NYC.
- COV took planning and design and split them into separate departments.
- Over the past year, department has done a lot to implement new technologies and procedures to expedite permitting and licensing.
- Rethinking and simplifying process, pricing, and procedures.
- Opening small business and commercial renovation centre (CRC). Result of motion from Mayor to think more strategically and take action on supporting and retaining local businesses.
  - o CRC will be one stop shop on all development and permitting/licensing.
  - o Dedicated team to help small businesses.

- Hope to simplify the process
- Would like feedback on how to structure this. How to prioritize small businesses?
- Brandon Grossutti asks if the licensing system is still different from E vs W Vancouver. Certain types of licensing within separate areas.
  - Integration with business licenses across jurisdictions.
- Salim Lakhani comments about the HxBIA being a challenging area and not getting much response about requests and complaints about street issues (trash, etc). 311 doesn't seem to have much effect. Need some sort of portal to get into the city to be recognized and heard. Accountability is important.
  - Kaye notes that this is what the aim is for the CRC.
- Maggie Edwards comments that the VanConnect app has been really good.
  - Brandon Grossutti notes that tickets submitted in VanConnect seem to just sit there and be ignored in this area. Isn't being followed through.
- Claudia mentioned doing park cleanup days.

#### 8. **Message from the Chair**

- Made the ED position full time and permanent.
- Went through renewal this year with an increased budget.
- Need to hear ideas for progress and work that we can do with such a small budget.
- Jon gave an overview of the three committees and requested participation from members on this.
- Challenges in community with things like tent city. Safety and security are top priorities.

#### 9. **Executive Director's Report**

- Landon Hoyt provided his executive director's report with the handout provided to all guests.
- An update on safety & security, including 42,777 needles picked up since January 2016.
- Highlighted several events, sponsorships, and marketing that has taken place this past year.
- And update on the CommunityWise program and efforts being made to integrate businesses into the DTES community.
- Fresh direction with BIA renewal and new leadership.
- Highlights of some of the BIA's community advocacy and involvement, including our work with the City's CED Strategic Action Committee, the BIA Partnership, and Urban Core.
- Landon also presented a preview to the upcoming year, noting a new signature event that will aim to build relationships with traditional businesses and social enterprises/nonprofits.

#### 10. **Treasurer's Report**

- Landon Hoyt, Executive Director, stepped in to give an overview of the budget in place of Jennifer Johnstone, Treasurer.

- Landon presented the 2015-16 financial statements and the 2016-17 budget highlights.
  - Jennifer Johnstone, our treasurer and myself, met with our Auditors following their evaluation.
  - We have a clean audit.
  - The financial statements fairly represent the current financial position of the BIA.
  - Draw your attention to the Statement of Operations on page 5
    - We had a change in leadership over the past year, so there was a reduction in the amount spent on events, but stay tuned for more this coming year.
    - Nothing else too unusual except for grants. With our renewed budget this past year, we are not going after too many grants, so you'll see a blank there.
    - There was a small loss from operations, which was mostly related to a grant that we deferred from last year — about \$18,000 deferred
  - Even with that small loss from operations, we still have a positive bottom line.
  - And we are on track and on budget this year, as we're 6 months into our current budget, the first since renewal.
- **It was moved by Jarret Rude to approve the 2015-16 audit statements. Motion seconded by Salim Lakhani. Motion passed unanimously.**
- **It was moved by Brandon Grossutti to approve Vanderluit & Associates as the HxBIA auditors for the 2016-17 budget year. Motion seconded by Salim Lakhani. Motion passed unanimously.**

#### 11. 2017-18 Budget

- Discussion on the proposed budget.
- Minor details to point out for the upcoming year:
  - As we are only halfway through our current fiscal year with the new renewal budget, it is difficult to assess any budget updates until next year. So you'll note not too much is different from the previous year.
  - Small increase in staffing costs, as this relates to the ED position moving to full time and permanent, which requires mandatory employment costs.
  - Brandon asked about audit costs.
  - Tool Share Library should be funded by City. \$5000 should potentially be moved to Infrastructure and Development (Maintenance & Cleaning).
    - Hendrik mentioned making sure needle sweeps are done with whatever organization used. Could ask for more needle exchange containers in alleys.
    - Peter Vaisbord suggested setting up a website for other businesses tools.
    - Brandon commented on the budget for maintenance. Said that a large portion of the budget the BIA spends should actually be things that the City covers.
    - Claudia commented that corporate sponsors pay for lots of cleanup and things in Mexico.

- It was moved by Claudia Mercado to move \$5000 from Tool Share Library and Park Stewardship Committee to Infrastructure Development, Maintenance and Cleaning. Motion seconded by Angela Kruger. Motion passed unanimously.
- It was moved by Salim Lakhani to approve the 2017-18 budget with the aforementioned amendment. Motion seconded by Brandon Grossutti. Motion passed unanimously.

## 12. Election of Directors

- Jon Sharun gave an overview of the HxBIA by-laws concerning the election of board members.
  - HxBIA must have a minimum of **7** and a maximum of **15** board directors. We currently only have **8** board members. If we are over the limit of 15 directors with additional nominees, we would need to hold an election to fill only the 15 seats.
- Board members resigning this year include:
  - Maya Goodwill - HiVE Vancouver
  - Heather O'Hara - Balmoral Hotel
- Thanks to Maya and Heather for serving HxBIA on the Board, especially Heather, who has been instrumental in the founding of the organization.
  - Both Maya and Heather have sent official letters of resignation.
- Three nominees this year. Previously four, as stated on the official notice, but Joel Abramson has withdrawn his name for nomination.
  - Anna Migicovsky - Knack/Potluck Cafe Society
  - Cindy MacMillan - Anthem Properties
  - Katie Stewart - HiVE Vancouver
- With the election of these three candidates, this will bring the board to **9**. We will not currently be over our limit, so we can approve the current board nominees for re-election and election as elected by acclamation.
- If approved, the existing board of directors will contain the following members:

**Jon Sharun**  
**CHAIR**

***The Pint Public House***

Board Member Start Date: September 20, 2012  
Re-elected 2014, 2016 AGM  
Board Membership End Date: AGM 2018

**Jennifer A Johnstone**  
**SECRETARY/TREASURER**

***Central City Foundation***

Board Membership Start Date: September 26, 2011  
Re-elected 2013, 2015 AGM  
Board Membership End Date: AGM 2017

**Coco Culbertson**

***PHS Community Services Society***

Board Membership Start Date: September 19, 2013  
Re-elected 2015 AGM  
Board Membership End Date: AGM 2017

**Ash MacLeod**

***Mark Brand Inc (Save On Meats)***

Authorized Representative for:  
**Mark Brand**

Board Membership Start Date: February 11, 2011  
Re-elected 2013, 2015 AGM  
Board Membership End Date: AGM 2017

**Howard Jang** *Simon Fraser University (SFU Woodward)*  
Board Membership Start Date: September 24, 2014  
Re-elected 2016 AGM  
Board Membership End Date: AGM 2018

**Devon Boorman** *Academie Duello*  
Board Membership Start Date: AGM 2015  
Board Membership End Date: AGM 2017

**Anna Migicovsky** *Knack/Potluck Cafe Society*  
Board Membership Start Date: AGM 2016  
Board Membership End Date: AGM 2018

**Cindy MacMillan** *Anthem Properties*  
Board Membership Start Date: AGM 2016  
Board Membership End Date: AGM 2018

**Katie Stewart** *HiVE Vancouver*  
Board Membership Start Date: AGM 2016  
Board Membership End Date: AGM 2018

- It was moved by Howard Jang to elect by acclamation all aforementioned Directors. Motion seconded by Kamilah Charters-Gabenek. Motion passed unanimously.

13. **Other Business**

- No other business

14. **Adjournment**

- It was moved by Jarett Rude to adjourn the Annual General Meeting. Motion seconded by Angela Kruger. Motion passed unanimously.
- Meeting adjourned at 7:03pm.