



## DRAFT MINUTES

### Roncesvalles Village BIA Annual General Meeting

Wednesday, October 23, 2019, 7:00 p.m.

St. Casimir's Church Auditorium,  
156 Roncesvalles Avenue, Toronto, Ontario

Board Members in Attendance		
David Neinstein	Vice-Chair	Barque Smokehouse and Barque Butcher Bar
Jennifer Jackson	Treasurer	Home Smith
Marcy Verburg	Chair of Marketing and Promotions Committee	Snap Fitness
Alexandra Bent	Chair, Beautification Committee	Moretti Hair
Andrew Chomentowski	Chair Emeritus, Managing Director Roncesvalles Polish Festival	281 Roncesvalles Avenue
Adam Langley	Secretary, Chair, IT Committee & 2019 Roncy Rocks Committee	Welcome Guardian Pharmacy & Solarski Pharmacy
Trent Heipel	Chair, Member and Community Relations Committee	Meridian Credit Union
Gabby Ouimet	Member of the Marketing & Promotions Committee and Roncy Rocks Committee	Village Juicery
Advisors		
Anne Hines	Community Advisor	Roncesvalles United Church
Briand Bertrand	Community Advisor	High Park Library
Ned Sabev	City Advisor	Toronto BIA Office
Regrets		
Len McAuley	Chair	Pollocks Home Hardware
Gord Perks	Councillor, Board Member <i>ex Officio</i>	Ward 14, City of Toronto
Guests		
Rafiq Dosani	Auditor	
Riley Lee	Executive Assistant	Toronto Association of BIAs (TABIA)
Staff		
Veronica Feihl	Executive Director	Roncesvalles Village BIA
Daniele Stoddard	Events & Social Media Coordinator	Roncesvalles Village BIA

Minutes taken and prepared by Veronica Feihl.

Action by	Item	Description
Len McAuley	1a	<p>The meeting was called to order by Vice-Chair David Neinstein at 7:05 p.m.</p> <p>Opening remarks were delivered by David Neinstein in the absence of Len McAuley who was unable to attend due to a death in his family.</p> <p>Land Acknowledgement.</p> <p>Introduction of Board Members present.</p> <p>Recognition of new businesses to the BIA over the past year:</p> <p>313 Design Market, A.L.F. Services Group, am bagel, Chroma Hair Shop, Donerland, Juniper Skincare and Facials, LA Clinik &amp; Wellness, Maiz Kitchen &amp; Bar, Mama Rosa Restaurant, Mellah Moroccan Rugs, Shadi Shawarma, and Nest &amp; Hatch, opening soon.</p> <p>Aniq, Anamaya Wellness, Café Tibet Bar &amp; Grill all opened in late 2017, Fresh City Farms, Glassbox Barber Shop, Hair Boutique, High Park Foot Clinic, High Park House, The Goods, Stamp's Lane Restaurant, Sushi Kira, Tambourine, and West End Psychological Services. Two businesses changed hands: Ecotique and Garden Milk &amp; Variety store.</p> <p>David acknowledged guests Riley Lee from TABIA. Ned Sabev, City Advisor from the Toronto BIA Office and our auditor Rafiq Dosani.</p>
Info	1b	<p><b>Confirmation of a Quorum</b></p> <p>Quorum confirmed at 8 board members in attendance which satisfies our quorum requirement of 5 Board Members.</p>
Info	1c	<p><b>Confirmation of Appropriate Notice of AGM</b></p> <p>Veronica confirmed that all members of the RVBIA received notice of the AGM at least fifteen business days prior to the meeting.</p>
Info	2	<p><b>Declarations of Conflict of Interest:</b></p> <p>Andrew Chomentowski declared that BIA hires a company to manage the Polish Festival that employs a family member.</p>
Action by	Item	Description
Len McAuley	3	<p><b>Presentation and Approval of the 2018 AGM Minutes</b></p> <p><b>Motion to approve the minutes from the 2018 AGM as presented.</b></p> <p><i>Moved by Myles Kesten. Seconded by Jennifer Jackson.</i></p> <p>Motion carried.</p>
Rafiq Dosani	4	<p><b>2016 Auditors Report</b></p> <p>Rafiq Dosani reported that the accounts of the Roncesvalles Village BIA for 2018 were fairly presented. As of 2018, we had a surplus of \$120K. The auditor stated that BIA's should retain a 4-6 months surplus in Capital Reserves. At the end of 2017, the RVBIA accounts were in a healthy position and he congratulated the Treasurer, Manager and Board for the turnaround.</p>

		<p>See 2018 Audited Financial Statement attached.</p> <p><b>Motion: to receive the 2018 Audit of the Roncesvalles Village BIA.</b></p> <p><i>Moved by Andrew Chomentowski. Seconded Rahel-Schneeberger Brown.</i></p> <p>Motion carried.</p>
Jennifer Jackson	5	<p><b>Appointment of Auditor for 2019 Financial Statements</b></p> <p><b>Motion: to appoint Rafiq Dosani as auditor of the Roncesvalles Village BIA for 2019.</b></p> <p><i>Moved by Jennifer Jackson. Seconded by Danica Slajko.</i></p> <p>Motion carried.</p>
Len McAuley	6.1	<p><b>Report from the Chair</b></p> <p>Our BIA's Financial health has improved and we have also been able to improve its organizational capacity. For example, we have:</p> <ul style="list-style-type: none"> <li>• Hired a full-time Social Media Manager &amp; Events Coordinator</li> <li>• Improved the capacity our Executive Director to focus on areas that need her attention the most while reducing long hours.</li> <li>• Created opportunities for more direct contact by Board with BIA Members.</li> <li>• Increased responsibility of Festival Management contract team</li> <li>• Achieved higher sponsorship targets for Roncesvalles Polish Festival</li> <li>• Received Celebrate Ontario Funding received for new culinary program, gateway letters &amp; a Friday night ticketed event</li> <li>• Produced and launched a new Website that better reflects our BIA, our Members and the community</li> </ul> <p>The BIA has one vacancy on the board. A call for nominations would be made later in the proceedings.</p> <p><i>See Chair's Report.</i></p>
Len McAuley	6.2	<p><b>Strategic Planning Committee Report</b></p> <ul style="list-style-type: none"> <li>• In February of 2019 the BIA held a community consultation to help identify planning priorities. We revised our goal to align with our mandate established by the City.</li> <li>• Our objectives are evolving as we make progress on them and face new challenges.</li> <li>• The slide you see now shows the focus of our strategic planning over the next four years.</li> <li>• We can expect big changes with all the new condo developments and the new project at the Loblaws site at Dundas West and Bloor.</li> <li>• It's important for us to have a shared understanding of what makes Roncesvalles unique so we can market that unique Roncy experience to Toronto and beyond.</li> </ul>

Marcy Verburg	6.3	<p><b>Marketing and Promotions Committee</b></p> <p><i>See attached Marketing and Promotions Committee Report.</i></p> <p>David thanked Marcy, and the BIA staff for their good work in promoting our BIA and its members so far this year.</p>
Adam Langley	6.4	<p><b>Roncy Rocks</b></p> <p><i>See attached Roncy Rocks Committee Report.</i></p> <p>David thanked Adam and the Roncy Rocks Committee, participating Members and volunteers. He added, a special thank you to our Roncy Rocks event coordinator this year, Daniele Stoddard, who he praised for taking this event to a new level.</p>
Andrew Chomentowski	6.5	<p><b>Roncesvalles Polish Festival</b></p> <p><i>See Roncesvalles Polish Festival Committee Report.</i></p> <p>David commended the efforts of the committee and the events management team at Hypitch Marketing and all the volunteers who helped to bring in the festival on budget this year.</p>
Len McAuley	6.6	<p><b>Report from the Properties and Maintenance Committee</b></p> <p>Presented by David Neinstein on behalf of Len McAuley</p> <ul style="list-style-type: none"> <li>• We had to increase the watering for our gardens this year due to the hot weather.</li> <li>• You may have seen the signs in our gardens stating these are part of the Roncesvalles Pollinator Corridor. The efforts of our gardeners over the year have been commended and supported by several local groups as well as the World Wildlife Fund.</li> <li>• Our streetlights are now all using LED lights which will save both on energy costs and labour costs needed to replace them, since they last a lot longer than the florescent lights.</li> <li>• We continue to repair benches as boards come loose or they get damaged.</li> <li>• We will be power washing the two blocks between Garden and Pearson over the next three Mondays.</li> <li>• We continue to collect the litter from our ashcans and send these for recycling through Terracycle.</li> <li>• Graffiti tags are not easing up. But it's important to keep removing these as quickly as we can to discourage more tagging. This year our service removed 270 tags and restored many surfaces.</li> <li>• We are storing and replacing our holiday decorations as needed. You'll hear more about a pilot we are doing for seasonal decorations and winter lighting.</li> <li>• We will continue to participate in the City's Community Cleanups by organizing our own along Roncesvalles.</li> </ul> <p><i>See Committee Report.</i></p>

Alexandra Bent	6.7	<b>Beautification Committee Report</b> <i>See Committee Report.</i>
David Neinstein	6.8	<b>Report from the Human Resources and Volunteer Appreciation Committee</b> <b>Activities covered this year included:</b> <ul style="list-style-type: none"> <li>• Enabling the effective work of our two staff members, Veronica and Daniele.</li> <li>• Building organizational capacity: by defining board and staff expectations and more carefully assessing proposals for new in-year initiatives.</li> <li>• Honing our processes for recruiting and managing volunteers and understanding the fluidity of volunteer commitments which can have a big impact on our events.</li> <li>• Recognizing the considerable efforts of some of our Volunteers</li> <li>• The Roncesvalles Volunteer Appreciation Dinner will once again serve as a way of thanking our volunteers for the great work they do for our street. It will be held on November 8th.</li> <li>• If any Members would like to offer a \$25 gift card please let me know. As you are no doubt aware after all these years, the volunteers save us thousands of dollars in expenses towards maintaining the gardens.</li> </ul> <i>See Committee Report.</i>
Adam Langley	6.9	<b>Information Technology Committee</b> <i>See Committee Report.</i>
Trent Heipel	6.10	<b>Member and Community Relations Committee</b> <i>See Committee Report.</i> <p>David adds that he thinks we can all agree that Member Communications have increased and the whole board has benefitted in more proactively speaking to our Members throughout the year.</p>
Jennifer Jackson	6.11	<b>Treasure's Report</b> <p>See Treasurer's Report and 2019 Proposed Budget attached.</p> <p><b>Motion: to approve the 2098 budget as presented.</b></p> <p><i>Moved by Alison Fletcher. Seconded by Andrew Chomentowski.</i></p> <p>Motion carried.</p> <p><i>See Treasurer's Report.</i></p>
All Members		<p>Before the break, the Vice-Chair spoke about joining a Committee or the Board.</p> <ul style="list-style-type: none"> <li>• It's an opportunity to serve your community and your city</li> <li>• It's a chance to make a difference in your Business Improvement Area</li> <li>• As a commercial property or business owner, you are eligible to serve on your BIA Board of Management.</li> </ul> <p>Nomination forms were provided on the registration table along with a one-page outline for what is expected of a Member who joins the RVBIA Board of Management.</p>

Action by	Item	Description
Jennifer Jackson	7	<p><b>Presentation of 2020 Proposed Budget</b></p> <p><i>See proposed budget</i></p> <p><b>Motion to Approve the 2020 Proposed Budget as presented</b></p> <p><i>Moved by Trent Heipel. Seconded by Rahel-Schneeberger Brown</i></p> <p>Motion carried.</p>
	8	<p><b>Nominations for Board of Management Vacancies</b></p> <p>The Vice-Chair explained that between election years, the Board may elect a member nominated to replace a vacant position on the board. The board would not be voting on nominations that evening, but all nominees were invited to attend the next few Board meetings to become familiar with BIA proceedings and help them determine which committee they might want to serve on. The next Board meeting would be held on December 13th.</p> <p>The Vice-Chair introduced Gerard Linares, owner of Cinco Restaurant at 131 Roncesvalles, who had stepped forward for nomination earlier. Gerard was in the restaurant business for over 15 years. Although he studied business management and ran his own small business in renovation, his long-time passion for food had brought him back to the restaurant business.</p> <p>The Vice-Chair invited any Member who wished to nominate themselves or another Member to the Board, to stand and state their name and the property or business which they represent.</p> <p>Seeing none, the Vice-Chair proceeded to the next item on the agenda.</p>
Chair	9	<p><b>New Business</b></p> <p>None presented.</p>
Chair	10	<p><b>Adjournment</b></p> <p><b>Motion to adjourn the meeting.</b></p> <p><i>Moved by Andrew Chomentowski. Seconded Adam Langley.</i></p> <p>Motion carried.</p> <p>Meeting adjourned at 8:55 p.m.</p>