

**Minutes of the 2022 SBIA Annual General Meeting**  
**Thursday, September 15, 2022**  
**Pink Pearl Restaurant, 1132 East Hastings Street**

**Date:** Thursday, September 15, 2022

**Location:** Pink Pearl Restaurant, 1132 East Hastings Street

**Agenda:**

- Call to Order, Welcome, Introductions & Instructions
- Adoption of 2022 AGM Meeting Rules
- Adoption of 2021 AGM Minutes
- Adoption of November 2021 SGM Minutes
- Report of the 2021/2022 Audited Financial Statements
- Appointment of Auditor for Ensuing Year
- Strathcona BIA Report: Year in Review & A Look Ahead
- Adoption of the 2023/2024 budget
- Setting Number of Board Seats & Election of Directors
- Adjournment

**Present:**

- 25 registered voters and 14 registered voters through proxies, representing 61 properties and businesses. Meeting attendance, including guests totaled: 37

**Commencement of the Meeting**

As SBIA bylaws require at least 15 voting members in attendance to conduct a meeting, Emma Carscadden, SBIA President and Chair of the meeting welcomed everyone to the meeting and announced there was quorum in place for the AGM and it was properly constituted for the transaction of business.

Meeting minutes were transcribed by Sam Hamilton, Manager of Member Services & Operations.

Meeting called to order: 11:38am

Emma acknowledged that Strathcona is on the unceded territory of the Musqueam, Squamish and Tsleil-Waututh Nations.

Special guests were introduced including the SBIA Board of Directors, Auditor of the SBIA Financial Statements, City of Vancouver Representative, and SBIA staff.

Emma mentioned to members how voting would work during the meeting and that they received a copy of the AGM package through Canada Post or email 21 days prior to the meeting and that all materials can be found on the SBIA website.

### **Meeting Rules of Order**

Emma Carscadden called the members' attention to the meeting rules of order that were displayed on screen.

Emma asked if there were any questions regarding the meeting rules of order. There were none.

**Motion:** A motion by Jason Gilron and seconded by Reuben Major to accept the 2022 AGM meeting rules. Motion carried.

### **Minutes of the Last Annual General Meeting & Special General Meeting**

Board Secretary Kathy Tuulos noted that the last Annual General Meeting of the Association was held on September 23, 2021 and a Special General Meeting was held on November 18, 2021. Copies of the minutes were available on the SBIA website and were cited in the AGM package that was sent to all members.

She also noted that under Roberts Rules of Order a motion to approve the minutes is not required unless there is a debate about any corrections. There were no corrections to the minutes for the last Annual General Meeting on September 23, 2021 nor for the Special General Meeting on November 18, 2021. The minutes for both meetings were approved.

### **Report of the 2021/2022 Audited Financial Statements**

Chair & SBIA Board President, Emma Carscadden noted that the SBIA Treasurer wasn't in attendance. She stated that the 2021-2022 audit was conducted by Tompkins Wozny, CPAs and that the audited financials were included in the AGM package. The financials were made available to download on the SBIA website and hardcopies were at the registration table.

Emma introduced the Auditor, Erik Allas, partner at Tompkins Wozny, CPAs.

The Auditor presented the auditors report to the members on the 2021-2022 audited financial statements. Highlights included:

- Explanation of role of the auditor, SBIA management, and the Board of Directors
- The process the auditor undertakes while conducting the audit
- Overview of the auditor report, statement of financial position, assets and liabilities, and statement of operations
- That in their opinion as independent auditors they believe the financial statements present fairly, in all material respects, the financial position of the Association as at March 31, 2022 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Emma thanked the auditor for the report and asked if there were any questions regarding the 2021-2022 Audited Financials.

Member Discussion Included:

- A question was asked regarding the bad debts totalling \$1,000 in the audited financial statements, if it was one receivable or a combination. Response: One receivable, a film project that was promised as a donation. The film production company left the area and the SBIA wasn't able to collect the donation before they left.

**Motion:** A motion by Monica Reyes and seconded by Jatindor Toor to receive the 2021-2022 Audited Financial Statements as presented. Motion carried.

#### **Appointment of Auditor for Ensuing Year**

**Motion:** A motion by Jatinder Toor and seconded by Kathy Tuulos to appoint Tompkins Wozny, CPAs as auditors for the ensuing fiscal year. Motion carried.

#### **Strathcona BIA Report: Year in Review & A Look Ahead**

Emma Carscadden and SBIA staff presented the year in review and look ahead. Highlights included:

- District Maintenance
  - Safety programming & patrol team
  - Safe & Welcoming Grant
  - Graffiti removal
  - Street cleaning & debris removal
- District Promotions
  - Business features and social media campaigns
  - Promotion campaigns
  - Murals, banners, and beautification
- Challenges & Looking Ahead
  - Services being downloaded onto businesses and community
  - Increasing polarization on social and societal issues
  - Advocacy on safety, socio-economic issues, parking, city and regional planning
  - Development of an economic vision and priorities for Strathcona as an urban industrial business district
  - Investment into focused promotion and activation of retail space on Hastings corridor and Railtown to drive foot traffic from local residents and district workforce

#### **Adoption of 2023-2024 Budget**

Emma gave an introduction to the 2023/2024 Budget. Highlights included:

- Proposed budget of \$1,025,325 with a BIA levy of \$955,325
- Continuous and expanded core services priorities

- Increasing focus on a wider variety of promotional campaigns
- In-person topic specific events to connect business stakeholders and government officials
- Strategic view in the role and potential of arts and culture in the economic development of the area
- Allocation of funding to develop an economic vision and implementation plan
- Maintaining capacity for operations and staff
- Focus of the business and district promotion will be to strengthen the appeal of a retail coordinator, promote sector clusters, attract customers, workforce, and new businesses

Emma asked if there were any questions regarding the 2023/2024 budget as presented in the AGM materials.

Member Discussion Included:

- A question was asked on what initiatives the SBIA had going forward for indigenous business, employment, and support of the local community? Response: Reconciliation and Indigenous Economic Development has been a board goal for the last couple of years. It will need to be included as part of our future plan and part of the economic planning work. There are a lot of different drivers that are part of the overall economics that go beyond promotions and what a typical BIA or district might focus on. The SBIA wants to use the economic planning opportunity to be accurate and reflect the membership and community. The SBIA will reach out for input during the process.

**Motion:** A motion by Peter Joe and seconded by Toby Barazzoul to approve the 2023/2024 budget as presented in the AGM materials. Motion carried.

### **Election of Directors**

The Board is composed of BIA members including local property owners and business owners. The Bylaws require that at least one Director be a tenant, and that a majority of the Directors be Property Owners. In addition, in order to be eligible for election, the member must have been a member in good standing of the society for at least six months prior to the close of nominations.

For 2022-2023, the Board of Directors recommended that the size of the Board be set to 11 directors.

**Motion:** A motion by Elijah Fast seconded by Kathy Tuulos to set the number of Board of Directors for the 2022-2023 term at 11.

As required by the Bylaws, the Strathcona BIA put out a call for nominations this past summer. Four nominated directors were incumbents and two nominations for a non-incumbent director were received. The individuals who were nominated in accordance with the Election Guidelines were:

- Anu Kainth - Incumbent
- Emma Carscadden - Incumbent

- Jason Gilron - Incumbent
- Monica Reyes - Incumbent
- Joe Chaput - New
- Michael Law - New

### **Meeting Adjournment**

**Motion:** A motion by Monica Reyes to adjourn the 2022 SBIA Annual General Meeting.

Meeting Adjournment: 12:37pm

### **In Attendance**

Alex Tam, Ben McLennan, Carol Chan, Chris Ward, Dan Turvill, Derek Maw, Diane Chen, Duncan Wlodarczak, Eb Mills, Elaine Sayer, Elijah Fast, Emma Carscadden, Grace Kennedy, Greg Leblanc, James Chan, James Priest, Jason Gilron, Jatinder Toor, Jennifer Watt, Joe Chaput, Kathy Tuulos, Katie Varga, Ling Yang, Michael Law, Mina Uweh, Monica Reyes, Peter Joe, Reuben Major, Toby Barazzuol, YuYing Mary Diao

### **Proxies**

Allison Spurrell, Almaz Tsegazeab, Angela Giannoulis, Anu Kainth, Bobby MacDonald, Daryl Nelsen, Deagan McDonald, Koman Chow, Lloyd Gormann, Matt McKenzie, Mike de Pfyffer, Ronald A. Zisman, Theodora Lamb, Yvonne De Valone