



**LADYSMITH
DOWNTOWN**
BUSINESS ASSOCIATION

P.O. BOX 2462
LADYSMITH, B.C. V9G 1B8
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Annual General Membership Meeting Minutes

Thursday, February 16th, 2017
6:00 p.m. – 6:45 p.m.
Fox & Hounds Pub, High Street, Ladysmith

Attendees

Paul Mycroft	Market 2 All
Paul Joy	Antique Addict
Tina Fabbro	Community Link
Rich Huggins	Active Solutions Health + Sport
Lorne Gait	Royal LePage
Erika Massong	Vancouver Island Physiotherapy
Joe Friesenham	Town of Ladysmith
Sandra Narduzzi	Waypoint Insurance
Lesley Parent	49 th Parallel Printers
Nadi Bottomley	Ladysmith Healthcare Auxiliary
Frieda Douglas	Salamander Books
Alana Newton	Chamber of Commerce
George Newton	Guest
Teresa McKinley	Guest
Kathy Holmes	Waterfront Art Gallery
Eileen Scott	Jim Scott CPA
Jim Scott	Jim Scott CPA
Cindy Damphousse	Take 5
Marina Sacht	Take 5
John Surtees	John Surtees Re/Max
Peter Richmond	49 th Parallel Grocery
Tammy Leslie	Palmer Leslie CPAs
Mark Swarek	Guest

1) Welcome/Call to Order – Paul Mycroft, President

Called to order at 6:06 PM

2) Confirmation of Notice, Confirmation of Quorum – Mark Swarek

Background as a Governance Consultation working at various levels of government. In the past couple of years has started own business to help with non-profit organizations. Currently needs 30 days of notice to membership. LDBA provided email to members, put an ad in the newspaper and ensured meeting was posted on its website – all in a timely manner. Quorum states that a minimum number of members of an assembly or

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DIRECTORS:

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society must be present at any of its meetings to make the proceedings of that meeting – this meeting meets those requirements.

3) Approval of Agenda, Other Business additions

Approval of the agenda was motioned by Lesley Parent, seconded by Paul Joy.

4) Approval of minutes from 2016 Annual General Meeting

The minutes of the 2016 AGM were distributed for membership perusal. The approval of the 2016 AGM minutes was motioned by Frieda Douglas and seconded by Paul Joy.

5) Reports

- A. President's Report – Paul Mycroft briefed the group on the following topics:
- a. Events: Old Time Christmas and Grand Christmas best attended to date. Hill Dash was a fun summer event to compliment Ladysmith Days. Attendance at Arts on the Avenue to promote local shopping all among the LDBA events that were put on in 2016.
 - b. Shopping Local Campaign - Try Ladysmith First rackcards placed throughout various businesses, B&B's and Nanaimo Airport. Boosts to Facebook and ads within Take 5. Waterfront Charrette (2 reps), Business Walk (2 reps), Machine Shop (1 rep) all had LDBA representation.
 - c. Improvements on 2015 – increase in members by +13%, Facebook Fans by +21%, email subscribers by +36%, website pages viewed +66%, website unique visitors +79%.
 - d. Chamber – having a Chamber member at meetings and working together on the Business Walk to help provide data to help push downtown solutions forward into the future. News sharing between the Chamber and LDBA was focal to building a sustainable relationship.
 - e. Key People – Kathy Holmes assisting with Grant in Aids. Rich Huggins with the interim secretary and Hill Dash. Paul Joy pushing membership forward. Tina Fabbro as treasurer and working with Mark Swarek on the constitution. Scott Bastian as secretary and Jonathon Zieler, Vice President have moved onto Saskatchewan. Erika Massong helping on the events committee. Lesley Parent assisting for the past 10 years at various capacities.
- B. Membership Report – Paul Mycroft
- a. LDBA Membership categories
 - i. General Membership – businesses within boundaries of the LDBA and get access to advertising opportunities and voting rights
 - ii. Associate Membership – outside boundaries of the LDBA and do not have voting rights, access to advertising upon board approval
 - iii. Non-Profit Membership – same rights as general membership
 - iv. Private Membership – no voting rights
 - b. Motion made to approve membership and president reports by Kathy Holmes, seconded by Paul Joy.
- C. Treasurers Report 2016 – Tina Fabbro
- a. Review of 2016 balance sheet as of December 31, 2016. Total assets \$7792.75, total liability \$1415.41, total equity \$6377.34; Net income \$2378.63.
 - b. Report approved by Frieda, seconded by Paul Joy.

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- D. Other Reports – Mark Swarek
- a. Review of transitioning from previous Constitution into our new constitution based on the new Society Act. Met with Tina and agreed to review changes to the new constitution over the next year with the general membership. Once changes are made the new constitution it must be filed by 2018 date. Meetings will be held in the coming months to help assist with this transition.
 - b. Motion by Lesley, seconded by Tina.

6) Election of Directors

- A. Three people standing to be elected on as LDBA directors.
 - a. Andrea Rosato-Taylor – The Chronicle
 - b. Sandra Narduzzi – Waypoint Insurance
 - c. Jim Scott – Chartered Accountant at Jim Scott CPA
- B. Motion to acclaim the new directors by Lesley Parent, seconded by Paul Joy. Majority of the members voted in favor.

7) Other Business

- A. No other business

8) Motion to adjourn made by Eileen and seconded by Lesley Parent at 6:46 pm.

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