



Locke Street Business Improvement Area Board Meeting

APRIL 25, 2022 @ 1:00pm

MEETING AGENDA

Join Zoom Meeting

<https://us02web.zoom.us/j/85451770693?pwd=cVcrQXIYS3dlSmdPZnFpUXZlZHRlQT09>

Meeting ID: 854 5177 0693

Passcode: unlocked

Present: Alex Hobcraft, Bettina Schormann – CHAIR, Brandon Stanicak, Erica Savoy, Paul Furlong, Rachael Amy Shay, Robyn Allan, Ryan Furlong, Steve Knight – TREASURER, Councillor Maureen Wilson, Tracy MacKinnon – Executive Director (recording)

Guests:

Regrets:

1. Call to order

- Request from City: Code of Conduct training for Local Boards. Attendance recommended. Presentation to be shared, virtual training will be offered at a later date.

2. Approval of Agenda.

3. Declarations of Interest

4. Approval of Minutes of Previous Meeting.

- February 28, 2022

5. Delegations

6. Consent items

7. Presentations

8. Discussion Items:

A: City of Hamilton: Councillor Maureen Wilson

- Vaccination requirement update: staff and Committees
- Safe streets for pedestrians
- Update

B: Financial Update (Steve, Tracy):

- Approval of 2020 audited financial statements
- 2021 audit – info needed for May
- Will be looking for efficiencies and using accountant with QuickBooks to start in May (after tax season)
- **Motion to receive financial update.**

C: Safety and Security (Tracy):

- Crime update: 1 motor vehicle theft and 2 burglary from vehicle about a block outside of BIA
- No commercial crime reported

D: Business updates (Tracy):

- COVID update: masks requirement extended to June 11th for healthcare/medical clinics, public transit, hospitals. Hospitalizations levelled off.
- Rapid tests available at Hamilton Chamber of Commerce
- Matty's Chicken now open
- For lease beside Burnt Tongue, beside Into the Abyss, 101 Locke
- 101 Locke leased corner unit – unknown new tenant
- My Dog Joe Building for sale
- Clouded renovations halted
- Bylaws and tax roll looking at food truck commercial operations

E: Community Outreach (Tracy):

- Kirkendale Neighbourhood Association
- Letter to neighbourhood for closures and 2022 events

F: Streetscape (Tracy):

- Banners up and wreaths are down – stored at Hess Street Public Storage
- Lights on poles – many need to be replaced
- Electrical on poles to be fixed, Cost about \$500 lights
- Question about pole posters, unsanctioned vendor sales
- Planters – some shrubs need to be replaced. Suggestions for a couple of perennial grasses. Total cost ~\$500. Want some hearty annuals for pop of colour? Cost ~\$250. Streetscape budget \$14000. Banners wreaths up and down cost ~\$6000 Fits within budget.

G: 2022 Events (Robyn):

- APR 16: Easter Egg Wander (recap)
- MAY 7 & 8: Art Wander, heritage tour
- JUL 17 - Sundays UnLocked (#1)
- AUG21 - Sundays UnLocked (#2)
- SEP 18 - Sundays UnLocked (#3)
- OCT 29 - Trick or Treat
- NOV 19 - Tree Lighting/Magic of Locke
- City of Hamilton funding – events and advertising package
 - Best of Hamilton Guide
 - Get in the Loop Hamilton
- Special Events budget \$7000. Two events happened with only ~\$400 spent. Sponsorship very tight this year. Up to \$5000 needed to make Sundays happen. Look to use some reserve or use special events budget now and add in reserve later.

H: Strategy (Tracy):

- Theme: Locke Street is open for business, outdoor community events throughout the year.
- Outdoor patios, outdoor shopping district, outdoor fresh
- Support local small business, support artisans

I: Website (Tracy):

- New website created by Board volunteers – access issues, no contact, access to files
- Current website created 12 years ago – out of date structure
- GoDaddy merchant directory best, use template, cost about \$500 to work done and running to be able to access and update and promote special events. Come from that budget line?

Motion to approve and receive discussion items.

9. Notice of Motions

10. Motions

11. General Information/Other Business

12. Adjournment.

- Next Meeting May 30, 2022 at 1:00pm (May 23rd is a holiday)