

Locke Street Business Improvement Area Board Meeting

NOVEMBER 28, 2022 @ 1:00pm

MEETING AGENDA

Join Zoom Meeting

<https://us02web.zoom.us/j/86723666954?pwd=U3hQN0FHMCtQZU5GMk8reGRnZS9oUT09>

Meeting ID: 867 2366 6954

Passcode: unlocked

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

Guests:

Regrets:

1. Call to order
2. Approval of Agenda.
3. Declarations of Interest
4. Approval of Minutes of Previous Meeting.

- October 24, 2022

5. Delegations
6. Consent items
7. Presentations
8. Discussion Items:

A: City of Hamilton: Councillor Maureen Wilson

- Councillor Wilson re-elected as Ward1 Councillor and re-appointed to BIA Board
- Main Street changes update
- New mayor and new Council
- 2023 City of Hamilton budget process underway
- FREE parking NOV24-DEC24 (2 hours)

B: Financial Update (Steve, Tracy):

- Receivables: Contributing to Operating Grant \$2771.51, Shared Parking revenue \$11 774.03, CEF grant \$10125, other Sundays Unlocked sponsorship funds, Christmas grant
- 2023 grants started to open - some eligible for BIAs, others not. CEF had to start new account
- Audit details – working with accountant for statements – all now submitted, QuickBooks
- HST returns to be filed for 2019, 2020, 2021, CRA changeover best for January
- BIA operations: streamlining account and other details for ease of Board change
- 2023 proposed budget. Option 1 keep same levy? Option 2 Increase slightly for event support?
- **Motion to receive financial update.**

C: Safety and Security (Tracy):

- Crime update: 1 residential burglary at Aberdeen

D: Business updates (Tracy):

- Patios on Locke Street ended OCT 31 (for those on public property) – outdoor dining district a permanent program going forward – BIA pushed for program to continue
- New businesses to open: woman at Mister Tony's moving to David Church side space, new spa and Eyes on Locke undergoing renos at 101 Locke – good to see spaces leased
- Closed: Brux House, La Crème – both no signs for lease/sale?
- Digital Main Street expected for January 2023 TBC
- David Church storage – clean out and organized, David happy and BIA expressed gratitude

E: Community Outreach (Tracy):

- Election held OCT 24

F: Streetscape (Tracy):

- Planters – perennial grasses, plants/flowers went longer in season, winter look
- Lighting – ready for Magic of Locke, multiple locations for trees along the street with outdoor outlets, warm white lights, goal to make it warm and inviting
- Electrical – outlet from BIA hired electrician all working, Alectra connections, some poles not allowed power to be installed as per Alectra, Tracy working on infrastructure funding with details to come

G: 2022 Events (Robyn and Tracy):

- OCT 29 - Trick or Treat 12-3pm, pumpkin inflatables, good participation, great weather
- November 5 – Hamilton Day \$1000 grant – \$25 gift cards spent at businesses that wanted to participate – all businesses invited to participate. Great weather, good participation, supportive local shopping/dining (patios open)
- NOV 18 & 19 - Tree Lighting/Magic of Locke. Friday night and Saturday afternoon worked well, good attendance, chilly weather but many b=came out, multiple positive comments on street lighting, multiple shops stayed open until 8pm or 9pm with visitors shopping late. Everyone who wanted a carriage ride on Friday and Saturday got a ride, new safer route, line up moved off the street worked well, Squire free hot chocolate worked well, Santa roaming and two scheduled photo times worked well. Multiple tree lightings worked with Modern Design Studio doing a great lighting display with Santa. Money saved on horse & carriage and Santa
- DEC 10 & 11 NEW – Salvation Army giant kettle, live entertainment, media, etc. working on details -lots of logistics to be confirmed, TBC

H: Strategy (Tracy):

- Theme: Locke Street is open for business, outdoor smaller community events throughout year.
- Outdoor shopping district, outdoor fresh, free parking NOV 24 – DEC 24
- Support local small business – shop local
- The Generator working well for social media – events marketing and promotions
- City BIA Consultant – working with in fall for Strategic/Marketing Plan – no cost to LBIA, report to come for AGM

I: Annual general Meeting:

- **January 23 @ 1pm?** Keep 4th Monday at 1pm?
- **Nomination Committee:** Bettina, Steve, Tracy?
- Notice, budget, nominations request to go out with listing from City
- In person? Hybrid? Virtual? 2023 meetings hybrid?

Motion to approve and receive discussion items.

9. Notice of Motions

10. Motions

11. General Information/Other Business

12. Adjournment.

- Next meeting at 1pm on January 23, 2023 AGM. No December meeting.