**[Insert BIA Logo]**

**[Insert BIA Name] Board of Management**

**Notice of Meeting & Agenda**

**Date:**

**Time:** (**line active 10 minutes ahead)**

**Virtual: Zoom Meeting Link**

**Hybrid Meeting Location:**

**AGENDA**

| **ACTION ITEMS: From Previous Month Board Meeting** |
| --- |

**10:00 1. Call to order**

* Attendance roll call
* Confirm Quorum ( ) is present
* Declaration of conflict of interest
* Identity Guests and Non-Board individuals- Jane Siklos (York Heritage Properties)
* Approve Agenda - ***Motion to Approve***
* Approval of **\_last month\_**Meeting Minutes - ***Motion to Approve***
* Review and Approval of **\_last month\_** financial statements- ***Motion to Approve***

**10:10 2. Standing Items**

* **Area Improvement Requests**
* **Board of Management Updates**

**10:20 3. Councillor Office Update**

**10:30 4.** **Any New Project** **Discussion**

**10:40 5. Development Updates**

**Metrolinx-**

**Any Construction Projects-**

**10:50 6. Reports from Committees –**

* **Executive Committee – Chair & Manager**
* **Advocacy Committee – Committee Chair & Manager**

* **Ambassador Committee – Committee Chair & Manager**
* **Finance Committee- Treasurer & Manager or Bookkeeper**
* **APR, Animated Public Realm Committee (Streetscape)- Committee Chair & Manager**

* **Events Committee – Committee Chair & Manager**
* **Marketing & Retail-Restaurant Committee – Committee Chair & Manager**

**11:15 9. Standing In-camera Session** – All BIA & City staff, guests and visitors are excused.

**11:30 10. Close of Official Business**

* **Next Board Meeting- Date, Time & Hybrid Location**
* **Any Notes!**