



Bronte BIA Board of Directors Meeting Agenda

Tuesday, March 25, 2025 | 8:00am-9:15am

In-person: 2360 Lakeshore Rd. W, Oakville, ON

Virtual: <https://us02web.zoom.us/j/81751335176?pwd=8MsyobSQzMSwcaaNQysm2G0xLRRtEL.1>

Board members:

Cheryl Etherington (Cheryl Etherington CGA; Chair), Diane Bertolin (Alliance Properties/Residences of Bronte Lakeside; Treasurer), Rose Luxton, (Lakeside Livin'), Amal Helbah Dawson (RBC - Bronte Branch), Nina Duong (Nina Duong Haute Couture), Prabh Banga (Shoppers Drug Mart – Bronte; Vice Chair), Sean O’Meara (Councillor, Halton Region and Ward 1)

Management: Kylie Wilson, Executive Director, Bronte BIA

Invited Guests: Lynn Clay, recording secretary; Jonathan McNeice (Councillor, Ward 1)

Meeting package includes:

- a. Agenda – March 25, 2025
- b. Minutes – January 28, 2025
- c. Operating Plan – Q1 Update
- d. Financial Memo – Q1 Update
- e. Income Statement – as at March 18, 2025
- f. Balance Sheet – as at March 18, 2025
- g. Memo re: *Revised Administrative Model of Bronte Lake Notes Summer Concert Series*
- h. Memo re: *Town of Oakville IT Support*
- i. Community Investment Funding Agreement – BACCAU-ACCWF

Welcome, introductions, light refreshments/breakfast	7:45am-8:00am	All
I. Call to Order; Land Acknowledgment	8:01am-8:05am	Chair
II. Declaration; Conflict of Interest	8:06am-8:07am	Chair
III. Approval of the Agenda	8:08am-8:09am	Chair
IV. Approval of Minutes January 28, 2025	8:10am-8:13am	Chair

- V. Reports** **8:14am-8:35am**
- A. Operating Plan – Q1 Update **Exec. Director**
Motion: To accept the Operating Plan – Q1 Update
 - B. Financials **Treasurer**
 - a. Financial Memo – Q1 Update
Motion: To accept the 2025 Q1 financial update
 - b. Memo – Bronte Lake Notes Administrative Model **Exec. Director**
Motion: To approve the proposed revised administrative model of the Bronte Lake Notes Summer Concert Series
 - c. Community Investment Agreements **Exec. Director**
(1) Black African Caribbean Canadian Artists Unite (BACCAU)
Motion: To approve one (1) agreement valued over \$5,000
 - C. Town update **Clr. O’Meara**
- VI. New Business** **8:36am-8:45am**
- a. Banner Design(s) **Exec. Director**
 - b. Shop Main Street Canada Campaign **Exec. Director**
 - c. Town IT Support (memo) **Exec. Director**
- VII. Carry-Forward Updates** **8:46am-8:55am**
- A. Bronte Ice Notes Concert **Exec. Director**
 - B. Bronte Farmers’ Market **Exec. Director**
 - C. Bronte Brush & Roll Project **Exec. Director**
- I. Comments/Announcements** **8:56-8:59am All**
- II. Adjournment** **Chair**

Upcoming Meetings in 2025:

Tuesday, May 27, 2025

June 2025 – Date TBC (AGM)

Tuesday, July 22, 2025

Tuesday, September 23, 2025

Tuesday, November 25, 2025