



TILLSONBURG BUSINESS IMPROVEMENT AREA

As a member of the Tillsonburg Business Improvement Area, (BIA), you are invited to attend our Annual General Meeting. Please note that only one person, per member organization is permitted to vote.

ANNUAL GENERAL MEETING AGENDA

Wednesday, January 16th, 2019, 5:30 pm social, 6:00 pm dinner, 7:00 pm Business Meeting

CARRIAGE HALL, 25 Brock Street West, TILLSONBURG, ON N4G 2A3

Tickets are \$25 including HST, RSVP to m.renaud@tillsonburgbia.ca payable by cash, cheque or credit card

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1. **Call to Order**
 2. **Declaration of Pecuniary Interest**
 3. **Welcome and Introductions**
 4. **Motion to Accept the Agenda**
 5. **Motion to Approve the Minutes of the 2017 Annual General Meeting**
 6. **Chair's Report**
 7. **Treasurer's Report**
 - a. **Approval of FY '17 Audited Statements**
 - b. **Appointment of FY '18/'19 Auditor**
 8. **2019 Budget**
 - a. **Attached: 2019 Budget**
 9. **Nomination of 2019-2023 Board of Management**
 10. **New Business**
 11. **Adjournment**

The purpose of the meeting is to decide on the Tillsonburg BIA's program and budget for 2019 (see over) and approve nominations for the 2019-2023 Board of Management. The program is paid for by a special levy charge to commercial property owners and non-residential tenants of such properties. As a member of the Tillsonburg BIA, the best way to participate in the decisions of the BIA is making on your behalf is to get involved. If you wish to obtain a copy of the audited financial statements, please contact the Tillsonburg BIA.

Please forward a copy of this notice to your non-residential tenants.

Proof of BIA membership will be required. Please bring photo ID and either a business card, utility bill showing business/tenant name and address, or your Town of Tillsonburg property tax bill.

Only members of the Tillsonburg BIA, and legal representatives of BIA members, (proof required), are eligible to vote at the Annual General Meeting. The Ontario Municipal Act states that Business Improvement Area Members are defined as "all persons who own rateable property in a business property class and all persons who are non-residential tenants of rateable property in a business property class in a business improvement area."

A "person" is defined by the Act to include "a corporation and the heirs, executors, administrators or other legal representatives of a person to whom the context can apply according to the law." No person or member organization in attendance shall have more than one vote.

For more information, contact the Tillsonburg BIA at (519)403-6352 or m.renaud@tillsonburgbia.ca

Tillsonburg BIA

2019 BIA Budget Summary

Summary of Revenues & Expenditures	<u>2018</u> <u>Approved Budget</u>	<u>2018</u> <u>Projected Actual</u>	<u>2019</u> <u>Proposed Budget</u>
<u>Revenues</u>			
BIA Levy	130,116	131,118	136,621
Town contribution to Façade Improvement	25,000	25,000	25,000
<u>Other</u>	22,060	3,058	32,984
Total Revenues	<u>177,176</u>	<u>162,126</u>	<u>194,605</u>
<u>Expenditures</u>			
General, administrative & operational	89,676	33,739	100,977
Debt principle & interest	8,700	0	11,628
HST (1.76%)*			
Special projects	4,000	392	500
Marketing & Events	9,250	7,577	18,250
Beautifications	74,250	33,919	63,250
Total Expenditures	177,176	75,627	194,605
<small>*100% of GST recoverable, 78% of PST recoverable)</small>			
Net Revenue/(Deficit)	0	86,499	0
<u>Summary of Accumulated Surplus</u>			
Beginning Balance	106,284	106,284	192,783
Change in Accumulated Surplus	0	+86,499	0
Ending Balance	106,284	192,783	192,783