

Chinatown District Business Improvement Area (CDBIA)

2017 AGM Minutes

Date: January 18th, 2017
Time: 6:00pm – 7:30 pm
Venue: #208 Dragon City Mall, CDBIA Office
Attendance: 7 Board Members (except Jae Shim), 2 City Guests, plus 22 ratepayers, 6 non-ratepayers
Guests: Lorelei Higgins –The City of Calgary BRZ Liaison
Carol Armes –The City of Calgary representing Ward 7 Councillor Farrell

Meeting Minutes:

Prepared by Kit Bekkers, Administrator

1. Danny Ng (Chairperson) welcomed the Chinatown Corporate Business Tenants and Chinatown Merchants and Guests.
2. Terry Wong (Vice-Chair) Called the Meeting to Order - Quorum reached at 6:15pm
3. Terry Wong introduced current board.
4. **Approval of the 2016 minutes.**
Moved: Danny; Seconded by Annette Approved
5. **Approval of the Agenda**
Moved: Bruce; Seconded: Rod Approved

6. Report of the Board Chair and directors

Terry (Vice-Chair) reported that the CDBIA name change was a result of City Bylaw changes. The CDBIA has expanded to include Harry Hays building tenants. City has established strong relationship with City and Imperial Parking lot owners. We have built a momentum that we can build on. We are working a new CDBIA website and more tools for the organization to promote the community. The 2017 Lunar New Year reception coming up on February 8th.

Rod (Director) reported the Board's other achievement:

- He has started liaisons with the Calgary Police Services in regards to public safety and community liaison matters. Chief Police Roger Chaffin is interested in meeting with Chinatown.
- He has started liaison with, Calgary Parking Authority to work on a few parking issues.
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Bruce (Director) reported that he is working with Impark parking owners to provide 2 lunch specials, one on either side of Centre Street. Affordability of parking is his mission.

Jeff (Director) acknowledged that Chinatown is important, however with the location being close to downtown it has always been a challenge. Underground parking might be an opportunity.



Chinatown District Business Improvement Area (CDBIA)

2017 AGM Minutes

Andrew (Departing Director): As one of the lawyers on the board, his focus was to bring attention to legal issues pertaining the area and provided leadership to meetings and infrastructure. He also served as BIA meeting chair to ensure issues were discussed efficiently and on-track.

Annette (Director): She feels that Chinatown must focus on streetscape, seasonal decoration to make Chinatown more lively. Parking is another issue that's important along with 3rd Ave sidewalk repair, Christmas flower pot decoration etc. She and Terry were also instrumental in City land use and Area Redevelopment Plan proposals. We are looking for to participating in the 2017 ARP review. Annette also participated in cycle track, LRT Green Line discussions as well.

7. Treasurer's Report

Terry Wong reported that:

- All business in Chinatown are BIA ratepayer members.
- Of the \$160,000 BIA levy collected, 80% was paid for by the corporate businesses in First Street Plaza and Livingston Place. Terry recognized Steve from Pengrowth for their contribution.
- From the 2016 Budget, revenues were \$160,000 and expenditures only \$70,000 as the CDBIA did not have an office or BIA Administrator for the first half of the year. There are \$10,000 of outstanding invoices, thus leaving the CDBIA carrying forward \$80,000 into 2017. A full audit report will be provided by March 31, 2017.

Treasurer's Report Move to be Accepted: Annette;

Seconded by Jeff.

Approved

- CDBIA Budget for 2017
 - City Council will meet coming Monday 23rd to approve BIAs' budgets. Members are welcome to attend.
- Five things we will be working on:
 - Members relation and services – how to engage members
 - Governance and development
 - CDBIA Awareness and Communications –
 - Growth, Development and Investment – will continue on with the involvement. A Business Vitality Strategy conducted in 2016 will created a retail strategy to help everyone to be more prosperous. The CDBIA Board will work on 2017 Action plan with members.
 - Transition to new Municipal Government Act – starting in 2019, property owners will be paying the BIA levy if passed. We will need to adjust for the changes because BIA wants to take care of businesses owners.



Chinatown District Business Improvement Area (CDBIA) 2017 AGM Minutes

- We are keeping the BIA the levy at the same level as 2016; no change. We will work with this plus the 2016 carryforward of \$80,000. \$160K, \$80 balance with \$50K into operation and \$30K into reserve.
- We will engage extra help and pay them an honorarium as volunteers.
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Moved : Rod; Seconded by Jeff.

Approved

Note: Budget and income statement discrepancy due to report date and Council date.

8. Bylaw Amendments:

- a. **Terry introduced Motion #1-** To accept the proposed amendment to By-laws
 - i. **Due to name change and boundary expansion**
 - ii. **Also revisit some by-laws to suit the needs of current mode of operations.**
Mainly on executive officers' positions requirement.
- b. All proposed amendments were highlighted in yellow and shown to attendees. Hard copy is also available for viewing. Email copy was also sent to 120 members.

Motion to Accept the Bylaw Amendments

Moved by: Danny Ng; Seconded: Rod Olsen; Approved

9. Report on the Board of Directors Elections

Results were announced at the meeting and it would be posted on the BRZ website. Due to the number of nomination is the same as the position available, all positions acclaimed. Andrew and Jae is not returning.

Ratepayer directors

Annette Fung
Bruce Brownlee
Danny Ng
Jeff Mah
Rod Olsen (Returning and Acclaimed as)

Non-rate payer directors:

Terry Wong
John Dong (New)
Lillian Pan (New)
Grace Su (New)

Terry welcomed the new directors and the work that will be done together. He also thanked Carol Armes and Lorelei Higgins for their assistance in the BIA operations.



Chinatown District Business Improvement Area (CDBIA)

2017 AGM Minutes

Grace Su introduced herself – Director of Operations for Clover Living and member of CCSC. Thinks she can bring to the table with volunteer experience and network in the community.

Lillian Pan – Lawyer at Carscallen LLP in Civil litigation for 16 years in Calgary. Member of CCSC and interested in municipal law and Chinatown. Attended conference in Edmonton about Chinatown North America on volunteer basis. Done some work at municipal appeal board and other legal experience.

John Dong – Born and raised in Calgary, family here since 1880. Accounting experience (CMA, CPA), worked for The City for 10 years. Now owns a few businesses in retail, land development, restaurant etc. Was on the board for 17th Ave for 10 years. Now also a board member for HKCBA, Sien Lok and Asian Foundation.

10. BIA Administrator report

- a. Kit reported that she moved from Board Director to BIA Administrator (July 2016) and has a good understanding of business community and the relationship built with business owners has been a very meaningful experience.
- b. Banner unveiling by Danny and Annette – Terry explained the banner program, which was under the stewardship of CCMA but will be looked after by CDBIA from now on.

Terry Wong invited attendance to join us at reception to connect with everyone in the community.

Lorelei Higgins thanked the CDBIA for the hard work and dedication with grace and kindness and vigour.

11. Motion #2- to adjourn the 2016 Annual General Meeting

Moved: Terry; Seconded: Bruce

Approved

Meeting adjourned at 7:15pm

