



## Little Italy BIA Board of Management

As a member of the Little Italy BIA, you are invited to attend our Annual General Meeting.

### Notice of AGM & Agenda

**Location:** Dish Cooking Studio, 587 College St.  
**Date:** Wednesday, November 6, 2019  
**Time:** 5:00 p.m. – 6:30 p.m.  
**RSVP:** Email: [coordinator@tolittleitaly.com](mailto:coordinator@tolittleitaly.com) or Telephone: 647-227-8040

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#### AGENDA

1. Call to Order
2. Declaration of Conflict of Interest
3. Welcome and Introductions
4. Approval of 2019 AGM Agenda Motion
5. Approval of 2018 Annual General Meeting Minutes Motion
6. Auditor's 2018 Report Motion
7. Appointment of Auditor for 2019 Motion
8. Sub-Committee Reports
9. Proposed Program and Budget for 2020 (see over) Motion
10. New Business
11. Adjournment

The purpose of this meeting is to decide on the BIA's program and budget for 2019 (see over). This program is paid for by a special levy charged to you as well as other commercial and industrial property owners, and non-residential tenants of such properties. As a member of the BIA, the best way to participate in the decisions your BIA is making on your behalf is to get involved. If you wish to obtain a copy of the complete proposed budget and audited financial statement, please contact the BIA.

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

For more information contact Meghan Foley (BIA Coordinator) at 647.227.8040 or by email at [coordinator@tolittleitaly.com](mailto:coordinator@tolittleitaly.com).

**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 City of Toronto property tax bill.**

**Only members of the BIA, and legal representatives of BIA members (proof required), are eligible to vote at the Annual General Meeting. The City of Toronto Municipal Code, Chapter 19, 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 Chapter 19 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 in attendance shall have more than one vote.

**Please note:** As per the amended City of Toronto Municipal Code Chapter 19, adopted by City Council at its meeting on July 4-7, 2017, designates are no longer eligible to vote on behalf of BIA members at annual general meetings. Therefore, a designate form has not been included in your AGM notice package

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Little Italy BIA  
2020 BIA Budget

| Summary of Revenues and Expenditures                         | 2019<br>Approved<br>Budget | 2019<br>Projected<br>Actual | 2020<br>Proposed<br>Budget |     |
|--|----------------------------|-----------------------------|----------------------------|-----|
|  | Column A                   | Column B                    | Column C                   |     |
| <b>Revenues</b>  |                            |                             |                            |     |
| BIA Levy (includes 10% provision)                            | 383,422                    | 383,422                     | 383,787                    | (A) |
| Grants   | 10,000                     | 5,000                       | 45,000                     | (B) |
| Signature Events Revenue (input details in event worksheets) | 147,000                    | 111,700                     | 177,700                    | (C) |
| Other Festival Revenue                                       |                            |                             |                            | (D) |
| Other Revenue  |                            |                             |                            | (E) |
| <b>Total Revenue</b>   | <b>540,422</b>             | <b>500,122</b>              | <b>606,487</b>             | (F) |
| <b>Expenditures</b> (includes 1.76% HST)                     |                            |                             |                            |     |
| General and Administrative                                   | 83,433                     | 72,413                      | 90,159                     | (G) |
| Streetscape Improvements                                     | 30,000                     | 15,000                      | 90,000                     | (H) |
| Streetscape Improvements - City Loan Payment                 |                            |                             |                            | (I) |
| Amenity and Maintenance                                      | 54,000                     | 57,400                      | 63,200                     | (J) |
| Promotion and Communication                                  | 44,500                     | 11,000                      | 34,000                     | (K) |
| Festivals and Events   | 306,500                    | 316,480                     | 318,000                    | (L) |
| Provision for Tax Appeal Expenditures                        | 34,857                     | 6,632                       | 34,890                     | (M) |
| <b>Total Expenditures</b>                                    | <b>553,290</b>             | <b>478,925</b>              | <b>630,249</b>             | (N) |
| <b>Net Revenue / (Deficit)</b> (O) = (F) - (N)               | <b>(12,868)</b>            | <b>21,197</b>               | <b>(23,762)</b>            | (O) |

| Summary of Accumulated Surplus | 2019<br>Approved<br>Budget | 2019<br>Projected<br>Actual | 2020<br>Proposed<br>Budget |     |
|--------------------------------|----------------------------|-----------------------------|----------------------------|-----|
| <b>Beginning Balance</b>       | <b>230,547</b>             | <b>230,547</b>              | <b>251,744</b>             | (P) |
| Change in Accumulated Surplus  | (12,868)                   | 21,197                      | (23,762)                   | (Q) |
| <b>Ending Balance</b>          | <b>217,679</b>             | <b>251,744</b>              | <b>227,982</b>             | (R) |