

## **SECOND MEETING OF THE BOARD OF DIRECTORS OF SUDBURY METRO CENTRE**

Sudbury Metro Centre Board Room

Tuesday, February 13, 2001

### **A REGULAR MEETING OF THE BOARD HELD AT 5:00 P.M.**

#### **PRESENT**

J. Jackson, L. Derro, G. Robicheau, R. de la Riva, J. Rutherford, J. Cimino, T. Walton, M. Petryna

#### **REGRETS**

A. Davey

#### **ALSO PRESENT**

C. Salazar                      -City of Greater Sudbury  
M. Luoma                        -Executive Director

#### **INTRODUCTIONS & WELCOME**

New Board Members were welcomed and introduced.

#### **ELECTION OF OFFICERS**

M. Luoma advised that the first item of business would be the Election of the Executive and that C. Salazar would conduct same.

Mr. Salazar outlined the procedure and then called for nominations for the position of **Chair**.

- ▶ M. Petryna nominated J. Cimino ... nomination was accepted
- ▶ there being no further nominations, nominations were declared closed
- ▶ J. Cimino acclaimed as Chair

Nominations were then called for the position of **Vice-Chair**.

- ▶ J. Rutherford nominated R. de la Riva ... nomination was accepted
- ▶ J. Jackson nominated G. Robicheau ... nomination was accepted
- ▶ there being no further nominations, nominations were declared closed
- ▶ ballots were previously distributed and Directors were asked to vote ... the result was a tied vote ...  
R. de la Riva then withdrew his name
- ▶ G. Robicheau appointed Vice-Chair

Nominations were then called for the position of **Secretary-Treasurer**.

- ▶ M. Petryna nominated J. Rutherford ... nomination was accepted
- ▶ J. Jackson nominated L. Derro ... nomination was accepted
- ▶ there being no further nominations, nominations were declared closed
- ▶ Directors were then asked to vote ... following three (3) separate votes, the result continued to be a tie
- ▶ Directors discussed two (2) options ... defer to the next full meeting of the Board, split the position into two (2) for an Executive of four (4)
- ▶ L. Derro then withdrew her name
- ▶ J. Rutherford appointed Secretary-Treasurer

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The following resolutions were then presented:

**00-07 Petryna - Derro**

**THAT** all ballots from the Election of the Executive be destroyed.

**CARRIED**

**00-08 Petryna - Derro**

**THAT** the Executive Committee of Sudbury Metro Centre, for the Term ending November 30, 2003, shall be as follows:

**Chair:** John Cimino  
**Vice-Chair:** Gary Robicheau  
**Secretary-Treasurer:** John Rutherford

**AND FURTHER THAT** the Executive Committee, together with the Executive Director, shall constitute the 'Signing Officers' of Sudbury Metro Centre;

**AND FURTHER THAT** two (2) signatures - any two (2) of the four (4) Signing Officers - are required on all cheques and legal documents.

**CARRIED**

**J. CIMINO THEN ASSUMED THE CHAIR.**

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**DECLARATIONS OF CONFLICT**

J. Cimino declared a Conflict in the Accounts Payable.

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**PART I - CONSENT AGENDA**

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**01-09 Petryna - Derro**

**THAT** Items C-1 and C-2 inclusive, contained in Part I of the Consent Agenda, as duplicated and circulated, be hereby accepted.

**CARRIED**

**ADOPTION OF MINUTES**

**01-10**

**THAT** the minutes of the First Meeting of the Board of Directors of Sudbury Metro Centre, dated Thursday, January 18, 2001, as duplicated and circulated, be hereby accepted.

**CARRIED**

**ACCOUNTS PAYABLE**

**01-11**

**THAT** the Accounts Payable for the month of January 2001, in the amount of \$18,880.77, as duplicated and circulated, be hereby accepted.

**CARRIED**

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## **PART II - REGULAR AGENDA**

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**R-1 Chair's Report ...**

J. Cimino noted that he is looking forward to a very challenging year and the continuation of many positive developments in our Downtown.

J. Cimino recommended that a monthly meeting date be established. Further to discussion, the following schedule was agreed upon ... **1<sup>st</sup> Thursday of each month - 5:30 p.m.**

**R-2 Executive Director's Report ...**

Report for January 2001 was previously circulated. Questions/discussion were invited. The following resolution was then presented:

**01-12 Walton - Jackson**

**THAT** the Executive Director's Report for the month of January 2001, as duplicated and circulated, be hereby accepted.

**CARRIED**

**R-3 Secretary-Treasurer's Report ...**

The status of the Operating Budget (draft) @ December 31/00 was previously circulated for information. Members were advised that the **2000 Audit** will commence this week and a final report will be forthcoming upon completion.

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### **2001 PROGRAM & BUDGET**

**R-4 Budget ...**

The Executive Director provided an overview of two (2) major issues that will impact 2001 budget deliberation:

- i) Major levy loss resulting from a number of major successful appeals (including City Centre Mall). Directors were advised that an initial meeting has been held with City Staff to discuss options to address this.
- ii) As a result of the above, resulting impact on this year's operating budget and, specifically, individual Member contribution. Directors were advised that the City is attempting to establish numbers that can be used as a base from which to start developing budget. However, there are complications that have risen emanating from the Assessment Office that will likely cause a delay.

The Executive Director and Chair invited discussion and requested direction from the Board. While operating in an 'unknown' at this time, Directors agreed to (for now) look at reducing operating costs with a minimal increase to Members.

The Chair advised that the Executive and Staff will proceed to draft a budget for discussion (when appropriate numbers are available from the City) and report back to the Board.

**R-5 Annual General Meeting ...**

Further to the above discussion and the unforeseen delay that has occurred, Directors agreed to request approval from the City to postpone the Annual General Meeting (scheduled for March 1<sup>st</sup>, as per By-Law requirements). Date to be scheduled when appropriate.

**REGULAR BUSINESS**

Memos were previously circulated re Farmers' Market, Transportation, Development, Events/Marketing. Questions/discussion were invited. Ordered filed.

**NEXT MEETING**

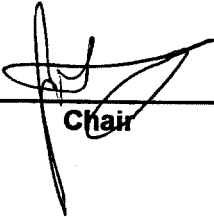
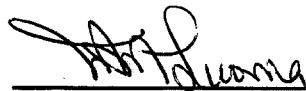
Thursday, March 1<sup>st</sup> - 5:30 p.m.

**ADJOURNMENT**

01-13 Derro - Jackson

THAT we do now adjourn. Time: 5:55 p.m.

CARRIED

  
\_\_\_\_\_  
Chair  
\_\_\_\_\_  
Executive Director

SUDBURY METRO CENTRE				
General Ledger Report 1/2/2001 to 27/2/2001				
DATE			CHEQUE #	AMOUNT
1/2/2001	D'AGOSTINO, Angelo	Staff Retirement	3626	30.00
7/2/2001	R.WARD	Bookkeeper	3628	358.99
7/2/2001	MUIRHEAD STATIONERS INC	Office Supplies	3629	132.73
8/2/2001	KUCZMA, BRIAN	Jan 29 - Feb 9	3630	858.87
8/2/2001	LAROCQUE, LEONA	Jan 29 - Feb 9	3631	690.65
8/2/2001	LUOMA, MAUREEN	Jan 29 - Feb 9	3632	1,302.91
1/2/2001	3633, 1216195 Ontario Inc.	RENT	Feb'01	1,588.95
7/2/2001	RECEIVER GENERAL	January Remittance	3636	2,328.56
12/2/2001	MINISTER OF FINANCE	EHT	3637	953.27
13/2/2001	PATON, Nicole	Delivery of February Newsletter	3638	50.00
21/2/2001	AMEX BANK OF CANADA	Meetings	3640	275.11
21/2/2001	ZELLERS	Office Supplies	3641	10.65
21/2/2001	COPY COPY	Brochures	3642	489.70
21/2/2001	PRIMUS TELECOMMUNICATIONS CANADA	Telephone	3643	201.47
21/2/2001	XEROX CANADA LTD.	Copier Supplies	3644	224.25
21/2/2001	BELL ActiMedia Inc.	Advertising	3645	10.97
21/2/2001	GREATER SUDBURY CHAMBER OF COMMERCE	2 tickets to Power Marketing Seminar	3646	149.80
21/2/2001	SUDBURY METRO CENTRE	Parking Stamps	3647	26.75
22/2/2001	LUOMA, MAUREEN	Feb 12 - 23	3648	1,302.91
22/2/2001	KUCZMA, BRIAN	Feb 12 - 23	3649	858.87
22/2/2001	LAROCQUE, LEONA	Feb 12 - 23	3650	690.65
23/2/2001	FRAPPIER, Frederick	Delivery of AGM Cancellation Notice	3652	50.00
23/2/2001	MCFARLAND, Virginia	Web Page Design	3653	52.50
				12,638.56

# **THIRD MEETING OF THE BOARD OF DIRECTORS OF SUDBURY METRO CENTRE**

Sudbury Metro Centre Board Room

Thursday, March 22, 2001

## **A REGULAR MEETING OF THE BOARD HELD AT 5:00 P.M.**

**J. Cimino in the Chair.**

### **PRESENT**

T. Walton, A. Davey, J. Jackson, L. Derro, M. Petryna, G. Robicheau, J. Rutherford, R. de la Riva

### **ALSO PRESENT**

M. Luoma -Executive Director

### **DECLARATIONS OF CONFLICT**

J. Cimino declared a Conflict in the Accounts Payable.

## **PART I - CONSENT AGENDA**

### **01-14 Jackson - Derro**

THAT Items C-1 and C-2 inclusive, contained in Part I of the Consent Agenda, as duplicated and circulated, be hereby accepted.

**CARRIED**

### **ADOPTION OF MINUTES**

#### **01-15 Rutherford - Robicheau**

THAT the minutes of the Second Meeting of the Board of Directors of Sudbury Metro Centre, dated Tuesday, February 13, 2001, as duplicated and circulated, be hereby accepted.

**CARRIED**

### **ACCOUNTS PAYABLE**

#### **01-16 Rutherford - Robicheau**

THAT the Accounts Payable for the month of February 2001, in the amount of \$12,638.56, as duplicated and circulated, be hereby accepted.

**CARRIED**

## **PART II - REGULAR AGENDA**

### **HOUSEKEEPING**

#### **H-1 Chair's Report**

J. Cimino noted that his remarks would be addressed under the Board's discussion related to Budget.

#### **H-2 Secretary-Treasurer's Report**

Detailed discussion will follow on the 2001 Budget.

#### **H-3 Executive Director's Report**

Report for February 2001 was previously circulated. Questions/discussion were invited. The following resolution was then presented:

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**01-17 Derro - Jackson**

**THAT** the Executive Director's Report for the month of February 2001, as duplicated and circulated, be hereby accepted.

**CARRIED**

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**REGULAR BUSINESS**

**R-1 Farmers' Market**

Memo previously circulated providing updated on status of permanent facility. It was further noted that the windows are installed and the deck roof and the north and south entrances are underway.

**R-2 Development**

Memo previously circulated outlining various discussions, etc. ie 'Performing Arts Centre', potential partnerships with Economic Development & Planning, Planning symposium being developed for May (Downtown in the new Economy).

**R-3 Events/Marketing**

Memo previously circulated outlining ... discussion with Science North re partnerships; February Newsletter; 'Scott Tournament of Hearts'; potential Fednor program; web site; etc.

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**2001 PROGRAM & BUDGET**

The following highlights discussion on the 2001 Budget; 2000 Levy Losses and that impact on 2001; etc.

J. Cimino updated Directors on recent meeting with City Staff, impact of recent assessment changes to the budget and mill rate application. He further noted that the focus of current discussion will be on - What do we want to do? - and - What budget do we need to accomplish this?

Various options were discussed, impact on members, opportunities for 'leverage' (ie Fednor, Media, etc.).

Further to a lengthy discussion, the following resolution was presented:

**01-18 Davey - Jackson**

**THAT** the Board of Directors support in principle a 2001 Budget in the amount of \$344,000;  
**AND FURTHER THAT** Staff be directed to prepare a draft program for discussion at the next meeting.

**CARRIED**

Directors agreed that the draft program will include elements of this discussion, together with findings from the 'Downtown Forum' held in October.

**NEXT MEETING**

**Thursday, March 29<sup>th</sup> - 5:00 p.m.**

**ADJOURNMENT**

**01-19 Walton**

**THAT** we do now adjourn. Time: 6:50 p.m.

**CARRIED**

  
Chair

  
Executive Director

SUDBURY METRO CENTRE				
General Ledger Report 1/3/2001 to 31/3/2001				
				Credits
1/3/2001	1216195 Ontario Inc.	March Rent	3654	1,588.95
8/3/2001	LAROCQUE, LEONA	Feb 26-March 9	3655	690.65
8/3/2001	KUCZMA, BRIAN	Feb 26-March 9	3656	858.87
8/3/2001	LUOMA, MAUREEN	Feb 26-March 9	3657	1,302.91
8/3/2001	COPY COPY	Downtown Brochures	3658	425.50
8/3/2001	ORION PRINTING	Letterhead & Business Cards	3659	190.44
8/3/2001	MUIRHEAD STATIONERS INC	Office Supplies	3660	121.35
8/3/2001	SUDBURY HYDRO	Hydro	3661	368.67
8/3/2001	RECEIVER GENERAL	Feb. Remittance	3662	2,328.52
8/3/2001	XEROX CANADA LTD.	Copier Contract	3663	383.94
8/3/2001	THE SUDBURY STAR	Advertising	3664	356.30
8/3/2001	R.WARD	Bookkeeper (Audit)	3665	963.00
8/3/2001	TD VISA	Meeting	3666	28.58
22/3/2001	SUDBURY HYDRO	Hydro	3667	295.35
22/3/2001	XEROX CANADA LTD.	Copier Contract	3668	198.12
22/3/2001	BELL ActiMedia Inc.	Advertising	3669	11.50
22/3/2001	PRIMUS TELECOMMUNICATIONS CAN	Telephone	3670	182.64
22/3/2001	KUCZMA, BRIAN	March 12-23	3671	858.87
22/3/2001	LUOMA, MAUREEN	March 12-23	3672	1,302.91
22/3/2001	LAROCQUE, LEONA	March 12-23	3673	690.65
				13,147.72