



ANNUAL GENERAL MEETING

Thursday, October 24, 2019
6:00 to 8:00 p.m.
Pour House Pub & Kitchen, 182 Dupont Street

AGENDA

1. Call to Order and Introductions
2. Declaration of Conflict of Interest
3. Approval of the Minutes of the 2018 Annual General Meeting
4. Financial Report:
 - 2018 Audited Financial Statements
 - Appointment of Auditor for 2020
 - Accomplishments in 2019 / Sub Committee reports
 - 2020 Proposed Budget (see over)
5. New Business
6. Adjournment

Hors d'oeuvres & Wine/Beer will be served!

The purpose of this meeting is to decide on the BIA's program and budget of the Dupont by the Castle BIA for 2020 (see over). This program is paid for by a special levy charged to BIA members. 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 are interested in joining the Dupont by the Castle BIA Board of Management, wish to obtain a copy of the complete proposed budget or audited financial statements or have questions about the AGM contact the BIA.

For more information and to RSVP please Contact: Emilia, bia@dupontbythecastle.ca, 647-852-7227.

Please RSVP on or before October 21, 2019.

**Dupont by the Castle BIA
2020 BIA Budget**

Summary of Revenues and Expenditures	2019 Approved Budget	2019 Projected Actual	2020 Proposed Budget	
	Column A	Column B	Column C	
Revenues				
BIA Levy (includes 10% provision)	128,481	128,481	137,842	(A)
Grants		50,000	5,000	(B)
Signature Events Revenue (input details in event worksheets)				(C)
Other Festival Revenue	500			(D)
Other Revenue				(E)
Total Revenue	128,981	178,481	142,842	(F)
Expenditures (includes 1.76% HST)				
General and Administrative	42,685	40,311	44,425	(G)
Streetscape Improvements	100,000	105,000	105,000	(H)
Streetscape Improvements - City Loan Payment				(I)
Amenity and Maintenance	4,500	31,000	7,500	(J)
Promotion and Communication	9,200	3,208	2,500	(K)
Festivals and Events	15,000		7,500	(L)
Provision for Tax Appeal Expenditures	11,680	12,010	12,531	(M)
Total Expenditures	183,065	191,529	179,456	(N)
Net Revenue / (Deficit) (O) = (F) - (N)	(54,084)	(13,048)	(36,615)	(O)

Summary of Accumulated Surplus	2019 Approved Budget	2019 Projected Actual	2020 Proposed Budget	
Beginning Balance	79,655	79,655	66,607	(P)
Change in Accumulated Surplus	(54,084)	(13,048)	(36,615)	(Q)
Ending Balance	25,571	66,607	29,992	(R)

Please forward a copy of this notice to your commercial/industrial 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 City of Toronto property tax bill.

No person in attendance shall have more than one vote.

Only members of the BIA are eligible to vote at the Annual General Meeting. In City of Toronto Municipal Code Chapter 19, Business Improvement 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 law."

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.