

DOWNTOWN VANCOUVER BUSINESS IMPROVEMENT ASSOCIATION

ANNUAL GENERAL MEETING WEDNESDAY, SEPTEMBER 4, 2024, AT 4:15 PM HELD AT THE SUTTON PLACE HOTEL

PRESENT: 100 registered voting members and 10 proxies.

MINUTES

1. **INTRODUCTION**

Melissa Higgs, Chair and Vera Liu, Vice Chair of the Downtown Vancouver Business Improvement Association (DVBIA) served as Co-Chairs for the meeting.

The Chair welcomed everyone to the 2024 Annual General Meeting, provided an Indigenous Land Acknowledgement, and thanked the special guests.

1.2 **DVBIA UPDATE**

The Chair reviewed some of the Association's highlights over the past year including Summer Movie Nights, the Granville Block Party, and the addition of the Paladin security guards to the Community Safety Team.

2. **COMMENCEMENT OF THE MEETING**

The Chair informed the members in attendance that a quorum had been established, pursuant to the Society's Bylaws, and accordingly declared that the Annual General Meeting was regularly called and properly constituted for the transaction of business. The procedure for voting was reviewed.

3. **DISPENSE WITH READING OF THE MINUTES**

3.1 **It was MOVED and SECONDED**

THAT the meeting dispenses with the reading of the minutes of the Annual General Meeting held September 6, 2023

CARRIED

3.2 **MINUTES OF THE LAST ANNUAL GENERAL MEETING**

The last meeting of the Society was held on September 6, 2023.

3.3 **It was MOVED and SECONDED**

THAT the minutes of the Annual General Meeting held on September 6, 2023, be adopted as circulated.

CARRIED

4. **ADOPTION OF THE 2023/2024 AUDITED FINANCIAL STATEMENTS**

The Chair informed the members that the audited financial statements were circulated to the registered voting members prior to the meeting.

4.1 It was MOVED and SECONDED

THAT the audited financial statements of the Association, together with the report from BDO Canada, for the year ending March 31, 2024, be received, and approved.

CARRIED

5. APPOINTMENT OF AN AUDITOR

The meeting appointed the auditors and fixed the remuneration:

5.1 It was MOVED and SECONDED

THAT BDO Canada of Vancouver, BC, is appointed as auditors of the Association until the next Annual General Meeting or until a successor is appointed, at a remuneration to be fixed by the Directors, the Directors being hereby authorized to fix such remuneration.

CARRIED

6. MOTION APPROVING THE ACTIONS OF THE BOARD

The meeting approved the actions of the Board since the last Annual General Meeting:

6.1 It was MOVED and SECONDED

THAT all acts, contracts, resolutions, proceedings, appointments, elections, and payments enacted, made, done, and taken by the Directors and Officers of the Society since the last Annual General Meeting be approved, ratified, and affirmed.

CARRIED

7. MOTION TO DECLARE THE NOMINATED PERSONS ELECTED AS DIRECTORS

Vera Liu, Chair of the Nominating Committee, reported on the nomination of the Directors.

Accordingly, the following persons were nominated to the Board:

- Melissa Higgs, HCMA Architecture and Design
- Galib Bhayani, Simon Fraser University
- Gwen Hardy, Elettra Communications
- Kim Ficocelli, Cadillac Fairview
- Nate Sabine, Blueprint
- Rob Kavanagh, GWL Realty Advisors
- Graham Blanc, Tom Lee Music
- Serene Chow, Broughton Law
- Malcom Shield, Wesgroup Properties

7.1 ACKNOWLEDGEMENT OF RETURNING BOARD MEMBERS

Board Members who are presently in mid-term were acknowledged:

- Vera Lui, Kingsett Capital
- Chuck We, Hudson Pacific Properties
- David Roche, Bentall GreenOak

- Royce Chwin, Destination Vancouver
- Kristine St. Laurent, TELUS
- Brahm Kornbluth, Hudson's Bay Company

It was noted that the Bylaws permit voting members of the Association to nominate candidates 28-days prior to the Annual General Meeting and the record notes that no nominations were received from the voting members. The Bylaws do not permit nominations from the floor.

7.2 It was MOVED and SECONDED

THAT the persons nominated be declared duly elected as Directors of the Society.
CARRIED

7.3 RETIRING DIRECTORS LEAVING THE BOARD

The retiring Board member, Luca Citton, was thanked for his contributions to the Board of Directors.

7.4 SLATE OF OFFICERS

Members were informed that the Bylaws require that the Board of Directors elect from amongst themselves; a Chair, Vice-Chair and Secretary-Treasurer.

Accordingly, the members were advised that the Board has elected:

- Vera Liu as Chair;
- Kristine St. Laurent as Vice Chair; and
- David Roche as Secretary-Treasurer

8. ADOPTION OF THE 2024/2025 BUDGET

The Vice Chair Vera Liu informed the members that a copy of the proposed 2024/2025 Budget was distributed to the registered voting members prior to the meeting.

8.1 It was MOVED and SECONDED

THAT the budget be taken as read, approved, and adopted.

CARRIED

9. CLOSURE OF MEETING

Motion to close the Annual General Meeting:

9.1 It was MOVED and SECONDED

THAT the meeting be declared closed.

CARRIED

The Chair announced that the meeting was closed and thanked everyone for their attendance.

The meeting closed at 4:33 p.m.

I HEREBY CERTIFY THAT THE MINUTES OF THE 2024 ANNUAL GENERAL MEETING ARE CORRECT



David Roche
Secretary-Treasurer