



ANNUAL GENERAL MEETING

**Wednesday, November 21, 2018
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 2017 Annual General Meeting
4. Financial Report
 - 2017 Audited Financial Statements
 - Appointment of Auditor for 2019
 - Accomplishments in 2018
 - 2019 Proposed Budget (see over)
5. Board Election (2019-2022 Term)
6. New Business
7. Adjournment

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

The purpose of this meeting is to decide on the program and budget of the Dupont by the Castle BIA for 2019 (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.

Contact: Emilia, bia@dupontbythecastle.ca, 647-852-7227.

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Dupont by the Castle BIA
2019 BIA Budget

Summary of Revenues and Expenditures	2018 Approved Budget	2018 Projected Actual	2019 Proposed Budget	
	Column A	Column B	Column C	
Revenues				
BIA Levy (includes 10% provision)	98,563	98,563	128,481	(A)
Grants	5,000			(B)
Donations & Sponsorships		500	500	(C)
Festival Revenues				(D)
Other Revenue (please insert a description)				(E)
Total Revenue	103,563	99,063	128,981	(F)
Expenditures (includes 1.76% HST)				
General and Administrative	43,170	49,573	42,685	(G)
Streetscape Improvements	35,150	25,500	100,000	(H)
Streetscape Improvements - City Loan Payment				(I)
Amenity and Maintenance	9,600	1,772	4,500	(J)
Promotion and Communication	8,700	7,378	9,200	(K)
Festivals and Events	15,000	3,588	15,000	(L)
Provision for Tax Appeal Expenditures	8,960	3,678	11,680	(M)
Total Expenditures	120,580	91,490	183,065	(N)
Net Revenue / (Deficit) (O) = (F) - (N)	(17,017)	7,573	(54,084)	(O)

Summary of Accumulated Surplus	2018 Approved Budget	2018 Projected Actual	2019 Proposed Budget	
Beginning Balance	66,883	66,883	74,456	(P)
Change in Accumulated Surplus	(17,017)	7,573	(54,084)	(Q)
Ending Balance	49,866	74,456	20,372	(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: In accordance with changes to City of Toronto Municipal Code Chapter 19, Business Improvement Areas, 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.