



WALKERTON

BUSINESS IMPROVEMENT AREA

BOARD MEETING AGENDA

Tuesday, July 13th

9:00am via Zoom

<https://us02web.zoom.us/j/89435886093>

1. **Call to order**
2. **Acceptance of Agenda**
3. **Conflict of Interest/Pecuniary Interest**
4. **Approval of Minutes**
5. **Business Arising from the Minutes**
6. **Accounts Payable**
 - 6.1 Motion to accept May Bills
 - 6.2 Motion to accept June General Ledger
 - 6.3 Motion to accept June Bills
7. **New Business**
 - Director Resignation
 - BIA Organization Discussion
8. **Closed Session**
 - Discussion Regarding Staff Contract Negotiation
9. **Adjournment**

Next Meeting: *Tuesday, August 3rd @ 9am*

General Ledger

Annual Department Budget vs. Actual Comparison Report
Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 6 Ending JUN 30,2021

Account	Description	Previous Year Total		Current Year To Date		Budget Remaining	Total Budget
		Actual	Budget	Actual	Budget		
Fund: 90 BIA							
Category: 3???							
3196							
Revenue							
90-3196-0136	BANK INTEREST	414.74	300.00	273.89	112.50	(48.89)	225.00
90-3196-0145	BIA LEVY	83,800.00	83,800.00	41,900.00	41,900.02	41,900.00	83,800.00
90-3196-0146	BIA MEMBERSHIP: ASSOCIATE ME	0.00	0.00	0.00	0.00	0.00	0.00
90-3196-0147	SPECIAL EVENTS INCOME	4,209.70	18,000.00	0.00	9,525.00	19,050.00	19,050.00
90-3196-0148	WALKERTON DOLLARS	105,860.00	40,000.00	57,300.00	24,999.98	(7,300.00)	50,000.00
90-3196-0149	VISITOR INFORMATION CENTRE	10,000.00	30,000.00	0.00	0.00	0.00	0.00
90-3196-0150	MISCELLANEOUS REVENUE	80.00	16,495.00	0.00	0.00	0.00	0.00
90-3196-0151	DOORS OPEN	0.00	10,000.00	0.00	0.00	0.00	0.00
Total Revenue		204,364.44	198,595.00	99,473.89	76,537.50	53,601.11	153,075.00
Expense							
90-3196-1200	WAGES	66,621.78	64,308.00	21,597.50	29,510.02	37,422.50	59,020.00
90-3196-1240	BENEFITS	7,094.76	7,717.00	2,439.39	3,287.48	4,135.61	6,575.00
90-3196-1270	MILEAGE	393.52	800.00	0.00	125.02	250.00	250.00
90-3196-1271	TRAINING & SEMINARS	0.00	700.00	0.00	125.02	250.00	250.00
90-3196-1303	MEMBERSHIPS	224.71	260.00	238.46	129.98	21.54	260.00
90-3196-1305	OFFICE EXPENSE/SUPPLIES	1,755.35	2,000.00	49.35	1,200.00	2,350.65	2,400.00
90-3196-1306	OFFICE EXP - AMORTIZATION	0.00	0.00	0.00	0.00	0.00	0.00
90-3196-1322	MAINTENANCE - BUILDING	10,906.30	12,100.00	5,433.99	6,050.02	6,666.01	12,100.00
90-3196-1344	SERVICE AGREEMENTS	1,614.01	10,210.00	259.49	1,100.02	1,940.51	2,200.00
90-3196-1345	PROFESSIONAL FEES (AUDIT/BO)	7,983.69	7,000.00	3,784.75	3,500.02	3,215.25	7,000.00
90-3196-1350	PHONE/INTERNET	2,085.75	2,200.00	671.35	960.00	1,248.65	1,920.00
90-3196-1370	ADVERTISING	557.14	1,000.00	0.00	500.02	1,000.00	1,000.00
90-3196-1374	WALKERTON DOLLARS	68,165.00	40,000.00	37,410.00	24,999.98	12,590.00	50,000.00
90-3196-1467	BUSINESS FUNCTIONS	0.00	800.00	0.00	300.00	600.00	600.00
90-3196-1468	IMAGE EXPENSE	1,500.00	1,500.00	0.00	750.00	1,500.00	1,500.00
90-3196-1469	IMAGE - AMORTIZATION	0.00	0.00	0.00	3,999.98	8,000.00	8,000.00
90-3196-1470	PROMOTIONAL EXPENSES	8,632.75	8,000.00	1,354.29	0.00	(1,354.29)	0.00
90-3196-1471	DOORS OPEN	0.00	10,000.00	0.00	0.00	0.00	0.00
90-3196-1500	VISITOR INFORMATION CENTRE	97.95	30,000.00	0.00	0.00	0.00	0.00
90-3196-1501	BAD DEBT EXPENSE	(226.00)	0.00	0.00	0.00	0.00	0.00
Total Expense		177,406.71	198,595.00	73,238.57	76,537.56	79,836.43	153,075.00
Dept Excess Revenue Over (Under) Expenditures		26,957.73	0.00	26,235.32	(0.06)	(26,235.32)	0.00
Category Excess Revenue Over (Under) Expenditures		26,957.73	0.00	26,235.32	(0.06)	(26,235.32)	0.00

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 5 Ending MAY 31,2021

Account	Description	Previous Year Total		Current Year To Date		Budget Remaining	Total Budget
		Actual	Budget	Actual	Budget		
Fund: 90 BIA							
Category: 3777							
3196							
Revenue							
90-3196-0136	BANK INTEREST	414.74	300.00	273.89	93.75	(48.89)	225.00
90-3196-0145	BIA LEVY	83,800.00	83,800.00	20,950.00	34,916.69	62,850.00	83,800.00
90-3196-0146	BIA MEMBERSHIP: ASSOCIATE M	0.00	0.00	0.00	0.00	0.00	0.00
90-3196-0147	SPECIAL EVENTS INCOME	4,209.70	18,000.00	0.00	7,937.50	19,050.00	19,050.00
90-3196-0148	WALKERTON DOLLARS	105,860.00	40,000.00	650.00	20,833.31	49,350.00	50,000.00
90-3196-0149	VISITOR INFORMATION CENTRE	10,000.00	30,000.00	0.00	0.00	0.00	0.00
90-3196-0150	MISCELLANEOUS REVENUE	80.00	16,495.00	0.00	0.00	0.00	0.00
90-3196-0151	DOORS OPEN	0.00	10,000.00	0.00	0.00	0.00	0.00
Total Revenue		204,364.44	198,595.00	21,873.89	63,781.25	131,201.11	153,075.00
Expense							
90-3196-1200	WAGES	66,621.78	64,308.00	15,717.50	24,591.69	43,302.50	59,020.00
90-3196-1240	BENEFITS	7,094.76	7,717.00	1,774.11	2,739.56	4,800.89	6,575.00
90-3196-1270	MILEAGE	393.52	800.00	0.00	104.19	250.00	250.00
90-3196-1271	TRAINING & SEMINARS	0.00	700.00	0.00	104.19	250.00	250.00
90-3196-1303	MEMBERSHIPS	224.71	260.00	238.46	108.31	21.54	260.00
90-3196-1305	OFFICE EXPENSE/SUPPLIES	1,755.35	2,000.00	49.35	1,000.00	2,350.65	2,400.00
90-3196-1306	OFFICE EXP - AMORTIZATION	0.00	0.00	0.00	0.00	0.00	0.00
90-3196-1322	MAINTENANCE - BUILDING	10,906.30	12,100.00	3,622.66	5,041.69	8,477.34	12,100.00
90-3196-1344	SERVICE AGREEMENTS	1,614.01	10,210.00	259.49	916.69	1,940.51	2,200.00
90-3196-1345	PROFESSIONAL FEES (AUDIT/BO	7,983.69	7,000.00	3,784.75	2,916.69	3,215.25	7,000.00
90-3196-1350	PHONE/INTERNET	2,085.75	2,200.00	402.81	800.00	1,517.19	1,920.00
90-3196-1370	ADVERTISING	557.14	1,000.00	0.00	416.69	1,000.00	1,000.00
90-3196-1374	WALKERTON DOLLARS	68,165.00	40,000.00	31,480.00	20,833.31	18,520.00	50,000.00
90-3196-1467	BUSINESS FUNCTIONS	0.00	800.00	0.00	250.00	600.00	600.00
90-3196-1468	IMAGE EXPENSE	1,500.00	1,500.00	0.00	625.00	1,500.00	1,500.00
90-3196-1469	IMAGE - AMORTIZATION	0.00	0.00	0.00	3,333.31	8,000.00	8,000.00
90-3196-1470	PROMOTIONAL EXPENSES	8,632.75	8,000.00	1,354.29	0.00	(1,354.29)	0.00
90-3196-1471	DOORS OPEN	0.00	10,000.00	0.00	0.00	0.00	0.00
90-3196-1500	VISITOR INFORMATION CENTRE	97.95	30,000.00	0.00	0.00	0.00	0.00
90-3196-1501	BAD DEBT EXPENSE	(226.00)	0.00	0.00	0.00	0.00	0.00
Total Expense		177,406.71	198,595.00	58,683.42	63,781.32	94,391.58	153,075.00
Dept Excess Revenue Over (Under) Expenditures		26,957.73	0.00	(36,809.53)	(0.07)	36,809.53	0.00
Category Excess Revenue Over (Under) Expenditures		26,957.73	0.00	(36,809.53)	(0.07)	36,809.53	0.00