**SPECIAL MEETING OF THE BOARD OF DIRECTORS OF ‘DOWNTOWN SUDBURY’ BIA**

Thursday, August 1, 2024

**A SPECIAL MEETING OF THE BOARD HELD AT 11:15 A.M. - C10, Tom Davies Square**

**K. MACISAAC IN THE CHAIR**

**PRESENT** D. Guillemette, B. Deisinger, E. Danyliw, G. McCausland, D. Zulich (la)

**REGRETS** T. Balaz, C. Tammi, W. Watson, F. Cormier, N. Labbee

**ALSO PRESENT** M. Luoma, Advisor

**PURPOSE OF MEETING**

This Special Meeting of the Board was called to hold interviews for the position of Managing Director, further to the candidate search conducted through Calstone Search. Directors were advised that one of the Candidates has withdrawn her name, leaving one candidate for interview.

As a result, Jeff MacIntyre was called upon, as the second Candidate, to present his background, related experience, vision, etc. specific to this position. A Q&A followed the presentation following which Mr. MacIntyre departed the meeting to allow for Director discussion.

**RESOLUTIONS/ACTION**

Further to the above, the following resolutions were presented:

**Executive Director position**

**24-39** **Danyliw-Guillemette**

**THAT** the Board of Directors of the Downtown Sudbury BIA hereby hire J. MacIntyre as the successful applicant for the role of Executive Director;

**AND FURTHER THAT** the Executive Committee offer Mr. MacIntyre a contract with a base salary of $85,000 together with the standard benefit package as offered by the BIA, as well as four (4) weeks paid vacation annually;

**AND FURTHER THAT** this be effective August 1, 2024.

**CARRIED UNANIMOUSLY**

**Board/Co-Chair resignation**

**24-40** **McCausland-Deisinger**

**THAT** the Board of Directors of Downtown Sudbury BIA accept the resignation of J. MacIntyre from the Board of Directors and the position of Co-Chair in order to accept his new role in the position of Executive Director.

**CARRIED UNANIMOUSLY**

**Co-Chair position**

**24-41** **Deisinger-McCausland**

**THAT** E. Danyliw be nominated to replace J. MacIntyre as Co-Chair of Downtown Sudbury BIA, effective August 1, 2024.

**CARRIED UNANIMOUSLY**

**Director-at-Large position – Executive Committee**

**24-42** **McCausland-Danyliw**

**THAT** D. Zulich be nominated to replace E. Danyliw in the role of Director-at-Large on the Executive Committee;

**AND FURTHER THAT** he be designated as a Signing Officer for the BIA, effective August 1, 2024.

**CARRIED UNANIMOUSLY**

**AUGUST BOARD MEETING**

Directors agreed that the August Board meeting be cancelled.

However, should a matter arise that requires discussion a special meeting may be called.

**ADJOURNMENT** There being no further matters to discuss at this time, this meeting adjourned at 12:26 p.m.