



**London Downtown Business Association Board Meeting Agenda**  
**Zoom – February 17, 2021 at 8:30 am**

#	LDBA Agenda	Lead	Time
1	Welcome, Confirmation of Quorum, Agenda Review, Declaration of Conflict of Interest	Asaad	8:30 am
Decision Items			
2	Approval of the Board minutes of January 18, 2022 (attached)	Asaad	8:31 am
3	Financial Statements (attached)	Bonnie	8:32 am
4	Clean Team and Power washing contract	Asaad	8:37 am
Other			
5	MainStreet quarterly update	Asaad/Don	8:45 am
6	Committee Reports <ul style="list-style-type: none"> <li>- Governance</li> <li>- Executive</li> </ul>	Committee chairs	8:55 am
7	Establishment of an Advocacy Committee as per the Strategic Plan direction	Assad/Barb	9:10 am
8	Proposed City letter responding to 238 Dundas	Barb	9:15 am
9	Covent Garden Market and gift cards	Barb	9:22 am
9	Downtown London 2021 year end report - discussion	Barb	9:25 am
10	In Camera items	Asaad	9:30 am
NEXT BOARD MEETING TO BE HELD <b>APRIL 21, 2022</b>			
LDBA MEETING ADJOURNMENT			

**Conflict of Interest Policy**

Service above self, honesty, fairness to all, openness, transparency and accountability are the keystones of ethical behavior. From time to time, conflicts of interest will occur. Current and prospective volunteers, committee members, board members, and staff members are expected to follow this policy to ensure that these ideals are met in letter and in spirit.



### **What is a Conflict of Interest?**

Each participant has a positive obligation to disclose any potential conflict of interest. A conflict of interest may arise if a board member, committee member, or staff:

- Has a personal or business “interest” which is in conflict with the best interest of the LDBA’s mandate, goals and strategic planning. A participant is usually considered to have an “interest” in an activity if they, or an immediate family member:
  - has a substantial financial interest in the activity
  - has a substantial financial interest in any organization involved in the activity
  - holds a position as a trustee, director, general manager or principal officer in an organization involved in the activity
- Uses “inside information” for personal benefit. “Inside information” is information which has not become public information and which was obtained through the participant’s work with the LDBA’s mandate, goals and strategic planning. One way to avoid conflicts of interest involving “inside information” is to make the public aware of all such information and make that information available.
- Uses his or her position with the LDBA’s mandate, goals and strategic planning to the detriment of the LDBA’s mandate, goals and strategic planning.
- Uses his or her position with the LDBA’s mandate, goals and strategic planning for personal or business benefit which is in conflict with the best interest of the LDBA’s mandate, goals and strategic planning.