

## **Eden Mills and District Community Club Inc.**

**Board Meeting – Thursday, May 23, 2019, 7 pm @ E.M. Hall**

### **Minutes**

Directors Present: Bill Allen, Ken Lancaster, Sharon Blom, Richard Lay, Christie Zuk, Barb Parker. Absent: , Katarina Vuckovic .

Minutes prepared by S. Blom

### **Agenda:**

1. Review Action List
2. Review Previous Minutes
3. Project/Maintenance Updates
4. Treasurer's Report
5. Hand Washing Sink
6. Ruth's Best Practices for Event Organization
7. Bar Beverage Cooler Replacement/Edgewood Fridges
8. Content Insurance
9. Members Meeting Date
10. EMWF Ad
11. Electric Car Lecture
12. Any Other Business

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### **Minutes:**

1. Review Action List

Action List as of May 12, 2019, reviewed and updated.

Items of note...

190225.3 - Solar Loan – Motion by Ken to pay down \$15k on the solar loan. Seconded by Barb. All agreed. Bill will advise the Board on which funds will be used to pay down the loan.

190423.3 - 2020 Groundhog Day Fundraiser – this event will be postponed until 2021. Barb P. will release the hold we had with Kevin, the auctioneer for the 2020 date.

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### 2. Review Previous Minutes

Minutes of the Board meeting of April 23, 2019 approved with a minor revision.

### 3. Project/Maintenance Updates – Richard

Water was tested – no issues.

### 4. Treasurer's Report – Bill

Bill reviewed current Profit and Loss and Balance Sheet figures. Income and expenses are tracking close to budget. He will update and publish the reports to the Board at the end of the month, May 31.

### 5. Hand Washing Sink

Barb Parker has completed the Food Handler certification course. According to her training, our facility should have a separate sink for hand washing and 3 sinks for the washing process. We do have this if we designate the bathroom sink as the hand washing sink. Barb will discuss with Marie Henault. This is something we can review when we do kitchen renovations.

### 6. Ruth's Best Practices for Event Organization

Ruth has documented the best practices for event organization using the Wild Apricot system. Ken, Bill and Christie will review and revise the document and distribute to the rest of the Board for approval by May 31.

### 7. Bar Beverage Cooler Replacement/Edgewood Fridges

Bar Beverage Cooler – we have had some complaints from renters about the noise from the bar cooler at the back of the Hall. Edgewood does not have any beverage coolers for sale. A new one would run at least \$1000 and may not be any quieter. Solution for now – close bar doors or turn off the fridge during events.

Edgewood Fridges – Edgewood would donate any of their fridges that are suitable for the Hall. There is one that is 7 years newer and one that is 6 years newer than our older fridge. Ken will check on suitability of these fridges – energy use, mold, etc.

Shelving – Edgewood also has shelves which would be suitable in our back pantry. However, they need to be taken apart to get them into the Hall. Richard will check on this.

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### 8. Content Insurance

Content Insurance was previously included in our insurance costs, which covered ~\$35K worth of content. It will now cost an additional \$1,057 to cover the current value of contents, which is \$125k. We plan to shop around for additional quotes. Sutherland mistakenly renewed the policy with the updated insurance. Consensus decision – leave with Sutherland for this year and shop for additional quotes in the fall prior to renewal next March.

### 9. Members Meeting Date

Available dates are Tuesday June 18 or Thursday June 27. Ken will send a 'Doodle' to determine the best date.

### 10. EMWF Ad

We will use the same ad as last year – no need to change it.

### 11. Electric Car Lecture

Jill Simpson has suggested Tim Burrows to give lecture on electric cars at the Hall. Christie will look into his credentials and advise the Board on whether we should go ahead with this.

### 12. Any Other Business

Maclean's Magazine will have someone here on Saturday, May 25, to do an article on Eden Mills Going Carbon Neutral. Linda Sword, Charles Simon and Richard Lay will be interviewed.

Used Book Sale – is on the calendar for September 28.

Treasurer Position – due to personal and work circumstances, Christie regretfully confirmed that she will not be available to take on the Treasurer position next year. The Board will renew the search for a replacement.

Meeting adjourned at 8.35 p.m.