

Eden Mills and District Community Club Inc.

Annual General Meeting – Dec 8, 2015
Community potluck followed by power-point presentation and meeting

Board Members Present: Jodi Dobbie, Bill Allen, Wendy Smith,
Linda Hendry, Richard Lay - Secretary.

Total members present 34. Quorum maintained throughout meeting

Meeting called to order at 7 pm

1. AGM Agenda

1. Approve **minutes of 2014 AGM** as posted on website.
2. **Board Reports;**
 1. President
 2. Rentals
 3. Hall operations
 4. Treasurer
 5. Clubs & groups
3. Open Floor Discussion
4. Election of Directors

Resolution BIRT: Approve minutes of Dec 2014 AGM. M/S: Ed Langevin, Ruth Bowes.
Approved.

CO-PRESIDENT UPDATES (Tom Bowes)

2015 - New Board New Ways

- o Dividing Roles and Responsibilities
- o Decisions on Board will be by consensus
- o Meeting less frequently with members, more frequently with each other
- o Member meetings to be more “engaging”
- o Group updates can be emailed to be included in the minutes
- o Using more technology, less paper. All docs are on Google Drive
- o

2016 - Another New Board, More New Ways

- Enlisting the help of Members with Subject Matter Expertise on projects
- Posting Board Meeting Minutes on the website

2016 - Projects

- Governance review:
 - Creating new by-laws
 - Creating an EMCC Policy Manual (See Appendix)
- Identify volunteer capital
- Installation and training AED
- Parking Lot, Tim’s Garden, paving York St
- Hall User Manual

Resolution BIRT: Accept Presidents’ report. M: Sue Gillespie / S: Barb Parker.
Approved.

OPERATIONS (Richard Lay)

- Water system – checked monthly, water tested quarterly – all results good
- Kitchen inspected OK by Public Health
- Women's WR repairs
- Storage cabinet in bsmt rebuilt (Curtis)
- Tables & chairs – all new
- Operators manual & signs
- Mezzanine storage, lower level rooms tidied up (Linda, Wendy)
- Kitchen deep cleaned – (Wendy, Chris)
- Regular housekeeping by Heather Blair
- Septic System inspection by WSP – to do in 2016
- Energy Retrofit:
 - HVAC - serviced and operating well. Propane furnace & AC need replacement within next year or 2
 - Lighting - Hall wheel lamps (LEDs), emergency lights, outside door by driveway were re-lamped.
 - **Exterior doors** replaced as part of energy retrofit. Front door has key-pad entry (no key). We need a volunteer to paint doors
 - Window - small mtg rm, will be replaced next spring

RENTALS (Wendy Smith)

- Review of Rentals 2015
- Caretaker agreement: Chris Wilson has been contracted to check Hall before and after rentals, do garbage, light bulbs, buy kitchen and WR supplies, shovel and salt walk, check emergency lights & elevator
- New Rental Rates and Damage deposit for 2016, revised contract
- New rental co-ordinator – Joan Real
- Goals for Rentals
 - Targeting Daytime Rentals- presently underused in daytime. now have Internet
 - Re-writing Rental Agreement and on-line content
 - Hall upkeep and communicating issues. Ruth Bowes is webmaster. Hall users - please communicate with us via Little Red Book in kitchen

TREASURERS' REPORT (Bill Allen)

Bill presented financial statements FYE Oct 31, 2015

Highlights:

- Revenues from Membership, rentals, concerts, Writers Festival all above target.
- Total fundraising: \$16k !!
- Total Income: \$30k vs. budget \$22k.
- Net income: \$12k vs. budget \$8k A very successful year

- Noteworthy grants and gifts:
 - \$20k grant from Guelph Eramosa Township (year 2 of 3);
 - \$4.9k donation from Michael Barnstijn and Louise McAllum. Thank you all!

- Noteworthy expenses:
 - \$36k building retrofit (\$20k paid by balance remaining of Trillium grant).
 - \$8.4k for new tables & chairs
 - \$2.4k insurance

- Balance sheet: 'we are in pretty good shape'
 - Note: balance sheet does not include the value of the property since Club is a charitable organization.

- 2016 Budget:
 - Income \$26k
 - Expenses \$16k
 - Net Income \$10k

Resolution BIRT: Accept Treasurer's report. M/S: Jim Spencer /Tom Bowes.
Approved.

MEMBERSHIP REPORT (Ruth Bowes)

See attached

CLUB REPORTS

See attached

Meeting adjourned 8:50

Appendix to 2015 AGM minutes

EMCC Policy Manual

1. Board of Directors' Code of Conduct
2. Conflict of Interest
3. Confidentiality Policy
4. Officers of the Board Job Descriptions
5. Board Decision Making
6. Board Meeting Process
7. Annual General Meeting
8. Volunteer Management & Recognition
9. Board Committees Terms of Reference
10. Community Engagement/Communications
11. Media Relations
12. Handling Complaints
13. Planning
14. Financial Management
 - Record Keeping
 - Purchasing
 - CRA Filing
 - HST Rebate Filing
 - Managing Large Projects
15. Rentals
16. Membership

EMCC PROGRAMMING COMMITTEE

Year Ending October 31, 2015 - submitted by Marilyn Baxter, Chair

Our 2014/2015 season for *Music At The Hall* has come to a successful close!

A total of 10 music, dance and fun events were attended by 45 to 100 people. Thanks go to the excellent event leads, volunteers and the volunteer bar tenders for your support; you are essential to the success of these events!

We raised over \$6000 support the operation of our Hall. In addition, the live bands that entertained us received half the door admission – with this arrangement, we are also supporting live music. For club member events such as games, pubs or sing-alongs, admission was by donation.

Thank you to John Cripton for donating the sound system; the large speakers suit the hall perfectly and give our concerts amazingly high-quality audio. Thanks also to Ruth Bowes for keeping the EMCC website current and ensuring that the events were publicized in the newsletter.

The Programming Committee members met regularly to coordinate events and to assist the lead person with promotion and posters. The members are: Robin Aggus, Marilyn Baxter (chair), Anita Beaudette, Kit Breshnahan, John Cripton, Linda Hendry (who represents our interests at the Board level), Kathie Lamie, Charlotte Reinhold, Linda Sword, and Wendy Smith.

EVENTS HELD

2014	Event	Event Lead
October 25	EH?! Fiddlers	- Robin Aggus
November 30	Steel City Rovers	- Kit Breshnahan
2015		
February 14	Bourree a Trois	- Marilyn Baxter
February 28	Family Pub Night	- Stephanie Cressman
March 14	Scatter the Cats	- Robin Aggus
April 4	Stephen Fearing	- Kit Breshnahan
April 25	Crock-pots, Rock & Crokinole	- Anita Beaudette
May 30	Sound of Music Sing-along	-John Cripton
June 26	Sapporo Jazz	- John Cripton
October 3	Fat Cats	- Linda Hendry

GARDEN CLUB – submitted by Charlotte Reinhold

The garden club meetings were scattered through the year with an understanding that there is no longer an interest in having speakers or plant sales. The Garden Club's contribution to the Green Christmas Fair was revisited as members were not able to meet the demands of the sale. There was a winter pot luck and AGM and an April meeting to socialize and discuss garden plans. For the month of May we headed to the Greenway nursery in Breslau. In June Charlotte Reinhold invited gardeners to her garden. August Ruth Bowes showed gardeners her extensive garden involving WOOFERS and at that time a meeting to discuss plans for Tim's garden was held. With the help of Linda Hendry, Lee Laing and Charlotte Reinhold the newly created bed by the Community hall was filled with vibrant perennials purchased and planted by the Eden Mills Garden Club from the Greenscape Nursery in Rockwood. In October Sue Martyn and Linda Hendry and Charlotte Reinhold planted over 100 bulbs, donated by the Garden Club: daffodils and alliums and crocuses, into the community Hall's garden bed. There was an October meeting to discuss the garden Club's plans for the Green Christmas Fair in Eden Mills. The role of the garden club changed. Local garden seeds were collected and members of the Eden Mills community club including the Youth Group helped to pack seeds and bundle greens. Garden Club and community club members gathered greenery and had tea at Joyce Parker Paul's. Demonstrations of wreathmaking by Deb Quaile were on the stage and elements like Ilex and dogwood were offered for sale. The greenery and wreath profits (\$ 583) of the Green Christmas Fair in Eden Mills were part of the general Christmas Fair profits.

EDEN MILLS KNIT 'N' BITCH CLUB – submitted by Sue Daniels

1st and 3rd WEDNESDAY 7pm to 9pm - RETRO CAFÉ ROOM

Meetings from September 2014 – End of June 30, 2015 every other Wednesday.

Meetings for 2015/2016 year started September 2015 and will run till June 2016.

Eden Mills KNBC contributed knitted and other fibre art items to the Craft table for the Eden Mills Green Christmas Fair.

Last meeting of 2015 December 16th, Retro Room 7 to 9 pm.

First meeting in the New Year, January 6, 2016.

New Members welcome – Membership in EMCC required. Knitting not essential, Bitching mandatory.

Susan Daniels

knitwitchery@hotmail.com

856-1556

LADIES FITNESS REPORT - submitted by Sue Martyn

The Ladies Fitness Group continues to meet every Monday and Thursday at 9 a.m. for an hour of stretching, toning, weights, resistance training along with some pilates and yoga. All participants are Community Club members and a donation of \$20 per member is collected twice a year for Community Club expenses. Classes were held during the summer on Mondays only and a fee of \$5 applied.

Our group is small but very dedicated to keeping fit. We welcomed a new member this year and it was lovely to have Jenny come to class whilst she was here in the summer.

Members are busy baking for the 15th Annual Christmas Sing-a-Long on Monday, December 21st and we hope to see everyone there.

ARTS IN EDEN – submitted by Janet Wilson

Lifedrawing continued this year on Monday nights between 7 & 10. We range in ages from high school students to seniors, beginners to experienced. We contributed to the ingredients for the Christmas cakes again this year and materials for the dog slings to help fundraising efforts. Nia session before lifedrawing on Monday nights at 5.45, led by one of our members, Janet Ragan, is popular with many villagers.

The Eden Mills Arts festival had their annual studio tour on the last weekend in May that featured over 30 local artists. It was well attended and had live music and dance in the parking lot and the very popular café. Our next tour will be held on the last weekend in May in 2016. We'd like to thank former resident Elizabeth Cunningham for installing a photo mural of Eden Mills residents past and present. It looks wonderful in the downstairs corridor and is commented on favorably by visitors.

TABLE TENNIS – submitted by Charles Simon

Table tennis continues every Wednesday evening.

We recently moved the start time up to 7pm. to accommodate some welcome juniors who need to leave early.

CARBON NEUTRAL/COMMUNITY CLUB – submitted by Charles Simon

West wall insulation & Tim's Garden:

As previously reported, the west wall foundation insulation and planter/benches installation was completed last summer.

The same company also completed the installation of the lattice fence enclosure of Tim's Garden.

The final construction sum was slightly lower than the signed contract amount

Village Square & parking lot:

The design committee will be collaborating with the Township Public Works Director to develop an integrated grading and paving plan for the parking lot and re-paved road between the bridges. This is a critical step in developing final design proposals for the Village Square.

Township will undertake the work of road re-paving next year.

The Mayor has informed us that Township will pay only for the costs of 'standard' re-paving and that the village would have to pay for any upgrades.

West boundary fence:

I have obtained a budget estimate for re-building the fence on the same alignment and submitted it to the co-Presidents. Following discussions with the Club Executive, we are proceeding with the re-grading design *on the understanding that the alignment will not change*. If this is incorrect, we would need to be informed immediately.

DANCING WITH JANUS - submitted by Janus

Dance still continues on Tuesday mornings. All are welcome to join in. Collected and submitted \$55 for the Club

Newsletter Update

Format

- In 2014-2015 we increased the newsletter size to a folded 11"x17" format and sold 10 advertising spots @\$100/spot = \$1,000
- Throughout this time Ruth & Tom Bowes were donating the photocopying using their work account
- In 2015-2016 we sold 8 advertising spots @\$100/spot = \$800
- Photocopying is no longer available to Ruth & Tom Bowes so photocopying costs for the newsletter is now approximately \$45/month

Frequency

- 10 times a year
- 141 newsletters are sent to household community mailboxes (newsletters are sent via Canada Post unaddressed mail). Cost approximately \$23/month
- Newsletter is also delivered via email to over 250 contacts

	2014-2015	2015-2016
Revenue	\$1,000	\$800
Expenses		
Photocopying	0.00	\$360
Postage	\$230	\$230
Net Profit	\$770	\$210

Membership Report as of December, 5 2015

2015 Memberships expire on December 31, 2015

In February 2014 when I took over membership there were only 90 paid members and numbers were going down. Why? Members thought their membership were up-to-date but weren't necessarily. I have people that say "I have been a member for years"; I now can tell them when their membership is paid to.

Increase in paid memberships since February 2014 is 90 to (109+46+3) 158 members!

Currently there are 255 names in the EMCC database broken down as follows.

Current Membership Standing	Total	With Email	Without Email
2014	17	13	4
2015	109	105	4
2016	46	43	3
2017	3	3	
Lifetime	3	2	1
Non members	77	77	
Known Names in Database	255	243	12

2016 Membership drive has begun!

1. Membership runs January 1 – December 31
2. Encouraging members to pay online for a 2016 membership, as well as option to extend for 2 years.
3. Encouraging members to pay 2016 membership now updating membership prior to January 1, 2016.

Goal

1. Would like to see 100% of 2015 membership join in 2016.
2. Would like to get 2014 members on board!! (Already have 2 members paid up from non-member list and the 2014 list!)
3. Encourage current members to introduce club to a new neighbour.
4. **Would like to see all club emails going through the club email list not EMVILLAGE UPDATE**
 - a. **Currently repeat announcements going out**
 - b. **Messages about the club should be through the club**
 - c. **Village update was created for notices about lost dogs, "stuff" for sale**
 - d. **The Village Update list reaches all club members.**