

Eden Mills and District Community Club Inc.

Board Meeting – Monday, November 13, 7 pm @ Brian and Sharon's, 32 Ash Street

Minutes

Directors Present: Bill Allen, Richard Lay, Ken Lancaster, Sharon Blom, Brian Skerrett, Barb Parker

Guest: Charles Simon

Minutes prepared by S. Blom

Agenda:

1. Review Action Items
2. Concerns with the entrance to the parking lot – Charles Simon
3. Review Previous Minutes
4. Project Updates
5. Treasurer's Report
6. Fundraising Report
7. AGM Preparation
8. Door Colour
9. Bulletin Boards
10. Keys – who has them/who should
11. Cleanup of storage areas
12. Driveway entrance demarcation
13. Any Other Business

Minutes:

1. Review Action Items
 - Action List as of 171105 reviewed and updated
2. Concerns with entrance to the parking lot – Charles Simon
 - Charles raised a concern that the entrance to the parking lot and the green space at the front of the parking lot does not appear to conform to the design drawings that the Club developed and agreed to over the last few years.
 - o The paved entrance to the parking lot is off by about 2 metres from the designs that Charles has.
 - o What is happening with the green space planned around the front area of the parking lot – i.e. paved area by the Hall front corner

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- Were these changes intentional or did errors/omissions creep in somewhere?
- Are the dimensions shown in the parking lot design correct – they do not seem to follow the Townships own rules for parking lot spaces and entrance dimensions.
- Clarification from Richard – the parking lot entrance is not built as per the Club’s designs. Richard is not sure where the discrepancy in the entrance occurred. As for the greenspace – we currently have no landscape designs for the green space. In the last two meetings with Club members, the designs were shown with parking spaces in these areas. This does not preclude doing landscaping in the future when we have funds and a viable design.
- Charles has a meeting with Harry Niemi at 4 pm tomorrow to discuss the driveway discrepancy. He will discuss where the error occurred and if the Township will take responsibility to reconstruct the driveway as designed, or assist with costs to redesign the entrance to deal with the changed entrance. Brian will attend the meeting as well.
- Mailboxes – these are being left at the back of the parking lot at this point because of concerns with snow-plowing the parking lot. There is nothing at this point preventing them from being moved to the west front corner of the parking lot if that is deemed suitable.
- Robin Aggus and James Giddings will take the lead at this point on providing a design for the front of the parking lot. Charles will be involved as well.
- Bill noted that the Township and the construction companies have been very accommodating in helping us implement our desired design to-date, e.g. they did not charge us for laying the pavers or for moving the telephone pole. We should not push too strongly on asking for compensation for the error in the driveway construction.

3. Review Previous Minutes

- Minutes of EMCC Board meeting of October 13, 2017 – Richard had some minor corrections. Approved with these corrections.

4. Project Updates – Richard Lay

Richard presented a spreadsheet showing Canada 150 project work completed and in progress along with actual vs. budgeted expenditures. Over all, work is tracking close to budget.

Kudos to Richard for his excellent work in monitoring and managing the implementation of these projects.

Items of discussion:

Storage shed – as we accumulate more items to be stored, such as the bistro tables in Tim's garden, a storage shed becomes more of a necessity. This is something we could do within the Canada 150 project budget. Cost of materials is estimated around \$1700. Hopefully we could get a day or two of volunteer carpenter hours to complete the work. If we buy the materials before March 1 we can claim the matching grant from the Canada 150 funding and complete the work in the spring.

5. Treasurer's Report – Bill Allen

Bill presented Year-End Profit and Loss and Balance Sheet statements for the year November 1, 2016 to October 31, 2017.

Clarification regarding the CIP150 funds – claims for money spent must be submitted to FedDev by March 1, 2018 to be eligible for matching funds.

Any funds borrowed from our bridging loan with G.E.T. must be paid back by Dec. 31, 2018.

6. Fundraising Report – Barb Parker

- Barb presented a report of events and fundraising estimates/timeline as of November 6. Events to-date have raised more than \$8600. No further fundraising events are planned until 2018.
- We have the dinner and auction planned for February 3, 2018. Linda Hendry, Christie Zuk and Barb are identifying the services and items to be auctioned. Kim Murphy has agreed to MC the event. We have contracted with Kevin Gibson to be the auctioneer. Barb is clarifying the CRA rules for providing charitable receipts to donor and buyers of items.
- We need dates from Linda Hendry for the Painting Night fundraiser and from Brian Skerrett for the Scotch Night fundraiser. We should have these dates by end of November, so we can announce the events at the AGM on Dec. 5.

7. AGM Preparation

- The AGM is scheduled for December 5, 7.30 pm. No potluck is planned as we have just had the Newcomers' Potluck. A notice for the AGM has already gone out to the membership.
- Ken will prepare the agenda and ask for Club Reports
- We will invite Doug Black to attend and do his usual Eden Mills history quiz
- Board vacancies – all current Board members are willing to stay on for the next year. If other potential members come forward, what is the maximum number we can have on the Board? Ken will check the Bylaws.
- We will need to search for a replacement for Treasurer for the following year, 2019/2020.

8. Door Colour

We have had input from several members on the paint colour for the doors, both for and against the current blue of the front door. Consensus of the Board: Side doors will be painted slate grey to match the flashing. We will leave the front door blue at this point.

9. Bulletin Boards

- Brian wishes to donate funds for a new bulletin board. Type of bulletin board and placement needs to be designed. Brian will pull together a team to look at options and issues. Items to be considered:
 - o An electronic board is one option to be explored.
 - o Placement of the mail boxes needs to be considered along with placement of a bulletin board. Snow plowing issue needs to be considered with any movement of the mailboxes.
 - o If the old bulletin board is not to be used, it should be trucked to the junkyard

10. Keys – who has them/who should

- Brian and Richard each have a full set of keys. No one else needs or wants a full set.
- The set of keys in the kitchen is a subset – it does not have keys to all the doors.
- The side door has been keyed the same as the front door – i.e. the front door key will also open the side door.

11. Cleanup of the upstairs storage room

– Ken and Charlotte have found lots of old files and items in the storage room. Barb Marshall and other residents have requested that nothing be thrown away. Ken will work through the items and publicize what is there. Some items may be archived with the Wellington County Archives.

12. Driveway entrance demarcation

- We need to do something to demarcate the entrance to the parking lot. In the short term we can place rocks or bollards. Longer term, trees or other demarcation can be considered.

13. Any Other Business

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Round tables for the Hall – the Fundraising team is considering round tables for the dinner and auction fundraiser on Feb. 3, 2018. Ruth has suggested purchasing round tables rather than renting. If we were to purchase these tables we would need additional storage space. Brian noted that Edgewood has some round tables they may be willing to sell to us.

Health inspector – Richard reported that the health inspector will be scheduling an inspection. One issue is that we will need to replace the thermometers in the fridges – the current ones have gone missing.

Meeting adjourned at 9.40 p.m.

- Next Board Meeting – Monday, December 4. Prep meeting of the Board is scheduled for December 4 – the meeting will again be held at Brian and Sharon's place. Goodies will be provided. Spouses are invited to attend as well.