

Eden Mills and District Community Club Inc.

Board Meeting – Friday, October 13, 7 pm @ E.M. Hall

Minutes

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

Minutes prepared by S. Blom

Agenda:

1. Review Action Items
2. Review Previous Minutes
3. Project Updates
4. Treasurer's Report
5. Fundraising Report
6. Community Dialog Project (Rick Hughes)
7. Finalize 50/50 Draw Dates
8. Offer by Jill Simpson to provide lecture "Maintaining Your Brain" (Sept 24 email)
9. Capacity of Hall
10. R.Bowes request to consider Chair Yoga special rates
11. Hallowe'en Party
12. Allocation of Funds from Book Sale
13. New Bulletin Board
14. Lost and Found for the Hall
15. Rental Rate Increases for 2018
16. Any Other Business

Minutes:

1. Review Action Items
 - Reviewed and updated

Encroachment agreement –Brian will contact Amanda Knight at G.E. Township to determine next steps to finalize the agreement.

Check whether there are any insurance issues with the new solar roof – Richard to check with our insurer by next meeting.

Promote Hall rentals with Rivermead – Brian will talk to Helene before our next meeting.

Eden Mills Community Club –October 13, 2017 Board Meeting

Tim's Garden - Robin Aggus as provided a quote based on the design drawings developed by James Giddings and completed by Richard. Richard will contract with Robin to complete this work when the York Street paving is complete.

Resurfacing the upstairs floor – Richard has arranged for Harri Palme to sand and re-finish the floor on Dec. 20. It will require the following 3 days to dry. Richard will check whether there are any bookings in those days. Ken will check whether Jill plans a class in that timeframe. The date could possibly be moved a couple of days if there is a conflict.

Policy and Instruction Manual for new audio-visual equipment – Ken will follow-up with John Cripton for the final edit on the draft sent by John.

Speakers stored in the furnace room – these have been removed

Sign up for VOIP to replace Bell phone – Richard will do this in the next couple of weeks. 911 calls should not be an issue – Megawire contracts with another firm to handle these calls – service will be similar to Rivermead.

Upstairs storage room for the Hall chairs and tables - this area needs some cleanup. Richard plans to touch up the chipped wall paint. Brian will look into replacing the carpet.

2. Review Previous Minutes

- Minutes of EMCC Board meeting of September 11, 2017 approved
- Minutes of EMCC Members meeting of September 12, 2017 approved

3. Project Updates – Richard Lay

Exterior Wall Insulation – complete

Wiring – J. Cripton has some changes to be done. We will ask J. Copson for quotes.

Furnace Heat Pump – Richard will get a quote from same contractor who installed the current one

All the project work done to-date is within our budget. We may have room for more upgrades, e.g. replace some of the light fixtures.

Downstairs flooring – Richard will get a quote for this work

4. Treasurer's Report – Bill Allen

Bill presented the Profit and Loss, and Balance Sheet as of October 12, 2017

Items of note

- Membership revenue is slightly higher than budgeted – Bill will check with Ruth on whether recent memberships are for 2017 or 2018.
 - Expenses submitted to Canada 150 for reimbursement are being returned quickly
 - Year-end net operating income is projected to be positive. Revenue is under budget, but expenses are coming in lower than budgeted.
5. Fundraising Report – Barb Parker
- we have raised \$7,600 to-date from fundraising events
 - Linda Sword is drafting a report and request for donations to be sent to all Eden Mill residents.
 - Planning for the community supper and auction is underway. The fundraising team has contracted with Kevin Gibson to be the auctioneer for this event.
6. Community Dialog Project (Rick Hughes)
- Ken will suggest to Rick that he organize his event in mid-to end of November or in the new year.
7. Finalize 50/50 Draw Dates
- we have decided not to run these draws at films or trip tease as it tends to take away from donations at the event. We will run the 50/50 draw at the Nov. 11 Newcomers Potluck and at the Seniors Play on Oct. 28 and 29.
8. Offer by Jill Simpson to provide lecture “Maintaining Your Brain” (Sept 24 email)
- We think the lecture is a good idea. Ken will suggest to Jill that she schedule this early in 2018.
9. Capacity of Hall
- The rental agreement shows a capacity of 113 for the Hall whereas the signs in the Hall show 120 maximum capacity.
 - Decision – change the rental agreement to match the signs in the Hall.
10. R. Bowes request to consider Chair Yoga special rates
- After the meeting (Ken's email of Oct. 25) Ken sent on Ruth's suggested change to the Rental Rates to allow for short events of 1.5 hours such as Katarina's proposed Chair Yoga class. This change was approved by the Board and will be publicized on the EMCC website.

11. Hallowe'en Party

- Ruth put out a request to the membership for volunteers to organize a children's Hallowe'en Party at the Hall this year. We have not had any volunteers to organize this event, so will not be holding the party this year.

12. Allocation of Funds from Book Sale

- The fundraising committee asked whether funds over-budget from the book sale could be allocated to the Hall Redevelopment funds. As it turns out, the revenue from the book sale is only slightly over budget. The funds raised from the Boot and Bulb sale will go into the Hall Redevelopment fund.

13. Bulletin Boards

Bulletin board on the front exterior wall of the Hall – Richard has repainted this bulletin board and plans to have it put back up on the front wall of the hall

Standalone bulletin board – Brian had previously offered to donate funds to replace the current standalone bulletin board in the parking lot. Bill and Richard suggested that the current board could be repaired – roof re-shingled and new surface applied. Brian will look at options available for repair or replacement and report back to the Board.

14. Lost and Found for the Hall

We have received several requests for a 'Lost and Found' box at the Hall. Ken will put a labelled box in the cloakroom for this purpose.

15. Rental Rate Increases for 2018

- Rory suggested a 10% increase in rental rates for 2018. Approved by consensus.
- Ken sent out suggested rates for audio-visual equipment rental from John Crompton on Sept. 13. Consensus is to include these rates in the rental contract. (After the meeting, Ruth suggested making the rates daily rather than hourly for ease of tracking. Approved.)

16. Any Other Business

Expenses for Newcomers' Potluck on Nov. 11 – Board approved expenses similar to last year for the potluck from the 'Miscellaneous Expenses' budget. Last year there was about \$200 in expenses for the children's entertainment and some printing and mailing expenses.

Review of the Year-End Financials – Thea Davis has done a review of the books in the past. She has moved out of the village, but Bill will contact her and ask for a review of this year's books.

Eden Mills Community Club –October 13, 2017 Board Meeting

Replacement of Board Treasurer – Bill Allen plans to step down as Treasurer in a year's time. We should identify someone now so that training and knowledge transfer can occur during the coming year. Brian will mention this at the Nov. 11 Potluck dinner – there may be new residents with the skills required and a willingness to take on the role.

Meeting adjourned at 9.00 p.m.

Next Board Meeting – Ken will send a request out to confirm the next meeting for Monday, November 13. To be held at Brian and Sharon's place – 32 Ash Street.