

Eden Mills and District Community Club Inc.

Board Meeting – Monday, Dec. 3, 7 pm @ E.M. Hall

Minutes

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

Minutes prepared by S. Blom

Agenda:

1. Review Action Items
 2. Review Previous Minutes
 3. Project Updates
 4. Treasurer's Report
 5. Fundraising Update
 6. Permanent Display of Carbon Neutral Posters
 7. Repainting of Board Room
 8. Wild Apricot Budget
 9. Lockbox for temporary hall access
 10. Update of parking lot situation
 11. Review AGM agenda and presentation
 12. AOB
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Minutes:

1. Review Action Items - Ken

Action List as of November 28, 2018 reviewed and updated.

2. Review Previous Minutes - Ken

Minutes of Board meeting of Oct. 1, 2018 and Members' Meeting of Oct. 2, 2018 approved.

3. Project Updates - Richard

No major projects to report on.

Water test completed with no issues.

4. Treasurer's Report – Bill

Eden Mills Community Club – December 03, 2018 Board Meeting

Bill reviewed the Profit and Loss, and Balance Sheet statements for EMDCC 2017-2018 Year End.

Comments:

- G.E.T. loan is due at the end of 2018 calendar year. We do have enough funds to cover the loan in our account if we include the Garden Club funds. We also have the \$2500 GIC but are holding that as security for potential credit card.
- HST Receivable – we expect to receive this in a couple of months.
- Unearned revenue - \$675 was money held for the Nov.18 event.

We also reviewed the Budget for the new fiscal year 2018-2019.

- Bill will make minor changes before presentation to the Members at tomorrow's meeting

Bill has made a request to CRA to change our fiscal year to go from Jan 1 to Dec 31 from our current fiscal year which runs from Nov 1 to Oct 31.

Richard will contact Thea Davis to review the 2017-2018 financials.

5. Fundraising Update - Barb

Fundraising for the Hall Retrofit is complete. Barb will provide a summary for the Members' Meeting.

At this point we have no plans for major fundraising in the coming year. Hall Kitchen upgrades have been suggested. We will put this to the Membership tomorrow. Such a project would need a champion and a plan to move ahead with it.

6. Permanent display of carbon neutral posters

Various options were discussed for the display. The Board decision is to move the photos from the downstairs hallway into the Board room and then put the carbon neutral posters in the hall. Ken will ask for help with the design from the members.

We have an offer from Jurgen to paint the Board room. Board agreed to pay for the paint.

7. Repainting of Board Room

Discussed above under Action Items.

8. Wild Apricot Budget

We currently pay about \$75 per month for the Wild Apricot software. This level allows up to 250 members. Ruth has advised that we are nearing this limit. If we go over, the fee would go to about \$150 per month. The Board decided we should try to stay under the 250 limit to avoid the increased fee. If necessary, we could offer family memberships with only one email per family, which would reduce the number of members in the Apricot system.

9. Lockbox for temporary Hall access

Board agreed that we will go ahead with the lockbox key to provide temporary access to the Hall. It is easier to change the combination for the lockbox than to make frequent changes to Hall main door. Ken will write up the procedure and ask Ruth to communicate the change to members.

10. Update of **parking lot** situation

No issues at this point. The negotiations in 2010 re the transfer of property ownership included Charles and Anna Simon, Dale Hamilton, Chris Wilson, Tim Lang, Brian Skerrett, Meaghen Reid (GET Clerk). The Twp solicitor advised EMCC (Tom Bowes, Linda Hendry, Bill Allen) that the Letter of Intent signed in September 2010 by all parties, constituted a legal contract and no further contract or agreement was necessary.

11. Review AGM agenda and presentation

- Richard will update the PowerPoint presentation for tomorrow's meeting.

12. Any Other Business

Brian requested funds of up to \$400 for expenses for the Community Potluck planned for Feb. 9, 2019 - approved.

Water policies – Richard is on the Community Liaison of the Guelph-Guelph/Eramosa Water Quantity Policy Development StudyGroup to discuss water policies. It is organized by GRCA and includes, City of Guelph, Nestle, U of G, Ontario Ministry of the Environment, CRC, Wellington Water Watchers, etc. This is for our information and comment only at this point; nothing substantial to report.

Notes from Richard subsequent to the meeting:

Insurance - Richard has been corresponding with Amanda Knight. Twp Deputy Clerk, regarding property insurance on the Hall. We provided a summary of most of our Hall renovation costs from 2013 to present. Total is \$466,038 including HST

As we recommended, Twp has increased the coverage to \$1.5 million (per email from Louise Marshall, Sept 2018). We advised that we estimate the valued of contents at about \$140,000 including furnishings, audio visual equipment, and kitchen appliances. We asked if the Twp's policy with BFL covers these contents, i.e. some % of the building value. We believe that it does cover eqpt that are part of building systems, e.g. solar PV, plumbing fixtures. Still to be confirmed. Our EMCC liability policy with Economical Mutual through Sutherland Insurance includes \$35,000 commercial contents, 90% co-insurance, \$1000 deductible.

Parking Lot Bulletin Board - Barb and Tom Parker replaced the plywood roof sheathing. Bill Allen donated some cedar shingles. Steve Pajunen volunteered to provide some more and to install them when weather permits.

Parking Lot Door/ Accessible Entrance - Door has been found unlocked. Ken advised that anyone who opens the door with a key and latches it open should make sure to reset the latch with the key when they leave.

Fire Extinguishers - Chris Wilson had them replaced with new.

ByLaws - Bill Allen will review and revise them to conform with the current Not-for-Profit act.

Hall A/V - We need advice how to use the remote mikes and to connect the projector to a computer from the front of the Hall, e.g. for Trip Tease shows.

Meeting adjourned at 9:00 p.m.