

Eden Mills and District Community Club Inc.

Board Meeting – Thursday, January 11, 7 pm @ E.M. Hall

Minutes

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

Guest: Marilyn Baxter

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. Accessible Door policy/procedures
7. Doug Black 'Keys to the Hall'/Lifetime Achievement award
8. Board room piano disposition
9. Electric Car share
10. Visitors to meetings
11. Any Other Business

Minutes:

1. Review Action Items

Action List as of 180108 reviewed and updated

2. Review Previous Minutes

Minutes of EMCC AGM meeting of December 5, 2017 – approved

3. Project Updates – Richard Lay

Richard presented an updated spreadsheet showing CIP150 project work completed and in progress along with actual vs. budgeted expenditures. We are within the amount budgeted for the CIP150 projects, excluding HST. Bill noted that we should budget for 30% of the HST (because we can claim a rebate of 70% on our HST payments), and we can claim half of this (15%) back from CIP150.

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Items of discussion:

New thermostat - Richard can set this remotely to heat the Hall for scheduled events. Maya held her drumming circle last week and did not know how to turn the heat up. Sharon will contact her and let her know she can ask Richard to turn it on for her meetings or give her instructions on how to do it.

Parking lot – The limestone dust is tracking into the Hall. we will add a layer of 3/8” stone on top of it in the spring. We will try to order it end of March to include in the CIP parking lot task.

Tim’s garden – Richard will order the furniture in the next week, so we can make the purchase and claim matching funds from CIP150. Richard circulated suggestions for table and chairs a few months ago and has had limited feedback from the design team. Board consensus that we go ahead and purchase tables and benches that can be left outside, alleviating storage requirements. We discussed purchasing a trash can – consensus not put out a permanent trash can as it tends to get overloaded and collect trash around it. It is preferable to bring out trash cans only during outdoor events.

Lighting – John Cripton emailed plans for theatre lighting just before the meeting. If further wiring changes are required for the lighting project, these will have to come out of the ‘Theatre’ budget, as all other planned re-wiring has been completed. Board consensus that we approve the \$18k request from John, providing we receive the invoices before the end of February – FedDev will want to see proof that these invoices have been paid. Ken will advise John of this decision.

FedDev funds – we have received \$79,227 from FedDev to-date. Note that all claims for remaining eligible expenses must in to FedDev by the first of March 2018.

4. Treasurer’s Report – Bill Allen

Bill presented Profit and Loss and Balance Sheet statements as of January 11, 2018. Budget figures on this report are still from 2016-2017. Bill will update these to the 2017-2018 budget.

Telephone expense – includes the purchase of the VOIP phone

Elevator expense – Ed Langevin has generously volunteered to pay 50% of this expense.

5. Fundraising Report – Barb Parker

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Barb presented a report of events and fundraising estimates/timeline as of January 8, 2018. Events to-date have raised more than \$10,500.

We have the dinner and auction planned for February 3, 2018. Based on value of the items to be auctioned, and estimate of the auctioneer, we estimate this event will raise \$6000.

With remaining planned events and fundraising from individuals and businesses, we estimate that we will be able to raise \$42,000 by June 30, 2018.

6. Accessible door policy/procedures

Anyone holding events needs be aware of the procedures for activating the accessible door and the elevator. We should have written procedures that Marie and Rory can pass on to renters. Ken will follow up on this.

7. Doug Black recognition

We wish to do something to recognize Doug Black's years of service as legal counsel to the club. Consensus – Richard will make a 'skeleton key' mounted on a wooden board (Bill), with a bronze plaque (Brian will look after engraving). We will plan to present this to Doug at the Member's Meeting in March.

8. Piano in the Board Room

We no longer have a use for the piano in the board room, and if we did want to use it, it would be expensive to get back into good condition. Consensus is to send a note to the community that the piano is available free to anyone who will remove it from the Hall. Ken will send a note out to members.

9. Electric Car Share

Dale Hamilton sent an email to the board asking whether the Club would support and participate in an electric carshare.

The Board supports the idea of a car share for the Eden Mills community but does not feel the Club can take responsibility for the program at this time. In future, the Hall would be an obvious place to park and charge an electric vehicle – it could be a source of revenue for the club. We will need some history on our electricity use to determine how much to charge for such a service.

10. Visitors to Board Meetings

We agreed that Board meetings should be open to any member who wishes to attend. We can hold a closed meeting if there is an agenda item that should not be made public.

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11. Any Other Business.

- Once all work is complete at the Hall, Richard will change the door combination
- VOIP telephone seems to be working well.

Meeting adjourned at 9.00 p.m.

- Next Board Meeting – planned for February 13. Ken will send out an email to confirm.
- March Members Meeting – planned for Tuesday, March 6. Ken will ask Marie to reserve the Hall for that date.