

NEWCASTLE COMMUNITY HALL BOARD

November 17, 2020
Council Chambers 7 pm

Present Were: Barry Carmichael, Chair
Crystal Yaki
Janeen Calder
Marg Zwart, Local Councilor
Sierd DeJong

Regrets From: Robert Malone
Granville Anderson, Regional Councilor

Also Present: Gabrielle Bell, Secretary

1. MINUTES

Moved by S DeJong, seconded by J Calder

That October 2020 minutes are accepted as presented.

“Carried”

2. BUSINESS ARISING

- a) Garden Maintenance – Chair reported that contractor has not been in to do fall clean up. This has been communicated to Operations Dept. Town had staff rake leaves in parkette prior to Remembrance Day Service at Cenotaph.
- b) Christmas Lights – quote from Skeddadle came in at over \$4000.00, Shack Shine failed to show up for 2 scheduled appointments to obtain a quote. BIA Lighting committee has gone ahead and purchased lights and installed themselves. As cost has been greatly reduced the BIA does not need Hall Board to contribute this year. Lights will be turned on Nov 28th at 6 pm. Committee is looking for suggestions for lighting of 3 wooden panels on the west side of gazebo. The Board would like to thank Janeen Calder for taking the lead with the committee and doing such a beautiful job decorating the parkette for the season.
- c) Remembrance Day - was held without closure of the road. Social distancing was adhered to by attendees. Public School students brought decorated rocks to the cenotaph.
- d) CoVid19 – Clarington is now in Orange stage. We are now required to have a CoVid19 Safety Plan. Re opening committee will look at the Safety Plan.
- e) Check into grant for PPE through government.
- f) Security camera – chair met with Municipality to discuss possibility of installing camera's. We are awaiting feedback.
- g) Budget – Chair B. Carmichael, Councilor Zwart and secretary G. Bell met with Director of Finance Trevor Pinn to discuss 2021 budget. He is now aware of our financial circumstances due to CoVid19 and will include us in report to Council.

Motion by J. Calder, seconded by C. Yaki

That budget be submitted as presented

“Carried”

- h) Personnel

Motion by C. Yaki, seconded by J. Calder

That meeting go in camera.

“Carried”

3. FINANCIAL REPORT

- a) Moved by J. Calder , seconded by S DeJong

That financial report is received as presented.

“Carried

4. CORRESPONDENCE

- a) Lions Club has cancelled Chicken BBQ for May 2021 and Millionaires Night Nov 2020
- b) Durham Catholic School Board has sent request for us to co-op their adult students in custodial program. This would be a 6 week program unpaid with full time hours. Board would like move forward on working with this program.
- c) Discussed Hotel California concert scheduled for May 7 2021, it was decided that we would contact group to look at dates in the fall of 2021. If this is not doable request refund of deposit.
- d) Snow Removal contract received from F.O.S. Maintenance for coming season. Fee has not increased from last year. Discussed where snow would be piled up as contractors have their equipment storage area in our usual area for it to be placed. Board agreed to sign on with F.O.S. Maintenance for the 2020/2021 snow removal. Custodian S. Fogg will meet with Troy to discuss where to pile the snow. The Town will remove snow as needed due to space being taken up in parking lot for masonry project.
- e) CIP COVID19 grant application received. Agreed that Board would put in application.
- f) Blood Donor Clinic scheduled for Nov 30 2020 – they are presently booked 60% of the normal for our location. Normal attendance over the course of the clinic is around 100 so we should have a problem with exceeding the 50 attendee limit in main hall. They are requesting space for donors to wait inside due to cold where they could be distanced.

5. CUSTODIAL

6. RISK MANAGEMENT REPORT

Report received for information

7. NEW BUSINESS

- a) Roof damage noted by J. Calder during wind storm was reported to Building Services for repair.
- b) Pest Control company has notified us that break in service has ended. We are in a 1 year contract at \$70.00/MTh
- c) Secretary reported that 2021 events are now contacting office to discuss moving their event to 2022 due to uncertainty of being able to hold their event due to CoVid19. Secretary has begun to offer alternative dates in 2022 be put on hold in the event the 2021 date cannot be used.
- d) Early On discussed what to do with their vehicle when parking lot needs to plowed. Contact Judy Tryon will let us know their plan.
- e) Early On will be using the main hall for afternoon programming on Tuesday and Thursday for a Mothers and Babies program. There would be a maximum of 30 attendees and the instructor. Attendees would enter/leave through parking lot entrance.

Motion by S DeJong adjourn at 8:53

“Carried”

Chair

Secretary