

NEWCASTLE COMMUNITY HALL BOARD

May 18 2021

Zoom 7 pm

Present Were: Barry Carmichael, Chair
Janeen Calder
Henry Corvers
Marg Zwart – Local Councilor
Crystal Yaki

Regrets From: Sierd DeJong
Granville Anderson, Regional Councilor

Also Present: Gabrielle Bell, Secretary

1. MINUTES

Moved by J. Calder, seconded by M. Zwart

The minutes of April 2021 are accepted as presented.

“Carried”

2. BUSINESS ARISING

- a) Security System update - tabled
- b) Benefit Package – secretary is working on access codes to work on line with C. Yaki
- c) Restoration Project, Chair B. Carmichael reported he has met with R. Groen, Supervisor Buildings and Properties this past week. Not all planned work was completed as there was not enough money. The main focus was the clock tower and secondly the brickwork. Any shortfall if any would be in brickwork. There is some lower brickwork that did not get done. The remainder will be completed later this year. Scaffolding has been removed and work area cleaned. R. Groen will supply pictures of before and after so the public may see the work that was done.
- d) Capital Budget, Chair B. Carmichael met with R. Groen, Supervisor Buildings and Properties to discuss capital projects. The following items were suggested – Main hall windows, main hall curtains, railing in main hall. Discussed an elevator for future capital. After discussion the following motion was made.

Motion by H. Corvers, seconded by J. Calder

The following items are submitted for capital projects to the Municipality:

- **Main hall windows**
- **Main hall curtains**
- **Railing in main hall**
- **Electrical – patio, parkette and office**
- **Air Conditioning**

“Carried”

- e) Water Fountain, Chair reported he met with Tim Welsh, Buildings/Properties and Enviroturf (who are contracted for irrigation system in garden) to discuss fountain. Discussed waterline to fountain with an auto fill rather than bringing hose out from basement which is time consuming. Replace centre spout and spigots with a copper. Quote is \$2808.00 from Enviroturf. Municipality will cover the cost of digging up and replacing sidewalk to install the waterline to fountain. Timeline to be discussed with contractor and Municipality.

Motion by M. Zwart, seconded by J. Calder

The quote from Enviroturf is accepted and work authorized on fountain.

“Carried”

3. FINANCIAL REPORT

- 11 events scheduled for 2021 with deposits of \$16,515.75 (all but \$285.00 of deposits were received in 2019/2020)
- Outstanding balances for 2021 \$3459.00
- 4 additional new events booked in 2021 but no deposits received as of May 15 2021
- 16 events scheduled for 2022 with deposits of \$19,454.00 deferred deposits (All but \$3655.00 of deposits were received in 2019/2020)
- Total deposits being held \$35,969.75
- Fundraising Account Balance \$12,621.14
- Irene Rinch Fund balance \$153,652.47 as of December 2020
- Montague Fund balance \$10,566.78 as of December 2020

Moved by J. Calder, seconded by H. Corvers

**That financial report is accepted with amendment to first two date entries in April and May.
Check why Bell Canada was paid twice in May.**

“Carried”

4. INVOICES

Motion by J. Calder, seconded by H. Corvers

That the following invoices be paid as presented

Paint \$421.18

Primer \$16.23

Paint/Brushes \$101.81

“Carried”

5. CORRESPONDENCE

No correspondence received

6. COVID19 Update

As per Provincial and Municipal directive Stay-at-Home order extended to June 2 2021
Community Buildings to remain closed. All tenants have been advised. Information session
meetings by Community Development Dept. have been postponed due to extension.

7. RISK MANAGEMENT REPORT

Not received

8. CUSTODIAL

Painting continues – presently working on hallways to main washrooms

9. NEW BUSINESS

- a) Historical Society treasurer Sher Latooze requested access to room for the third time during lockdown. It was suggested that we could obtain book and deliver it curbside to her. Sher was not receptive to us assisting and became quite insistent that she be allowed into building, quoting landlord tenant act (see attached emails). Access was arranged as there were a number of items to be collected.
- b) Horticultural Society has decided to cancel Plant Sale scheduled for May 22 2021 due to Stay At Home Order
- c) The following Sub Committees were approved by the Board

GARDEN COMMITTEE

Barry Carmichael
Pat Thexton
Eileen Parry
Jeany Barrett
Gabrielle Bell

100TH ANNIVERSARY COMMITTEE

Barry Carmichael – Liaison
Gabrielle Bell – Secretary
Theresa VanHaverbeke
Willie Woo
Fred Horvath
Myno VanDyke
Jane Black

Note: J. Calder had requested to be part of 100th Anniversary Committee previously, apologies that this request was missed from the Chair. At this time J. Calder declined.

Motion to adjourn C. Yaki 8:10 pm