

NEWCASTLE COMMUNITY HALL BOARD

April 20 2021

Zoom 7 pm

Present Were: Barry Carmichael, Chair
Janeen Calder
Henry Corvers
Granville Anderson – Regional Councilor
Marg Zwart – Local Councilor

Regrets From: Sierd DeJong
Crystal Yaki

Also Present: Gabrielle Bell, Secretary

1. MINUTES

Moved by J. Calder, seconded by M. Zwart

That minutes of March 2021 are accepted as presented.

“Carried”

2. BUSINESS ARISING

- a) Security System update - nothing to report at this time.
- b) Benefit Package – nothing to report at this time.
- c) Hotel California event scheduled for Sept 24 2021, board agreed as it does not look like we will be able to hold events by fall with upwards of 300 guests that we will cancel event and request refund of deposit from 2020 booking that was moved due to CoVid19.
- d) Restoration Project, Chair Carmichael reported project is on schedule to be completed first week of May.
- e) Website updating, H. Corvers reported that G. Bell and himself have looked at quotes from Emagine and our current provider Geek Girl Media. Website hosting by Emagine is \$30/MTh – Geek Girl is \$615.00/yr. Emagine’s quote offers more expertise and continuing support than Geek Girl. Recommended that we hire Emagine to revamp site at a cost of \$1500.00. C. Yaki will assist with rewrite of information on site.

Motion by H. Corvers, seconded by M. Zwart

That Emagine quote of \$1500.00 is accepted for revamp of website. “Carried”

- f) 100th Celebration Committee has been struck, invitations will be sent out to suggested residents to be on committee.
- g) B. Carmichael reported Historical Society would be purchasing an upper and lower set of doors.

3. FINANCIAL REPORT

Moved by J. Calder, seconded by G. Anderson

That financial report is accepted as presented.

“Carried’

4. INVOICES

N/A

5. CORRESPONDENCE

- a) Capital Budget Process instructions received from Community Development Department. Key dates - April 30 to discuss capital projects with R. Groen and June 15 to submit forms to Municipality. Chair B. Carmichael will meet with R. Groen this week to discuss a list of capital projects for submission.
- b) An email was received on March 17 2021 from Community Development on behalf of Municipality of Clarington informing us that “Newcastle Community Hall has been awarded \$3000.00 in Operating Funding for 2021.” Check to follow by mail. Discussed how this money would allocated. It was decided funds would be deposited to Operating account for 2021 expenses. Extra expenses this year not planned for – updating of website \$1500.00, possible garden expenses outside of regular mulch expense of \$500.00 and repair of fountain.

6. COVID19 Update

As per Provincial and Municipal directive Stay-at-Home order extended to 6 weeks. 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

Report received from S. Fogg for March. Received for information, report will be forwarded to Municipality.

8. CUSTODIAL

Chair B. Carmichael reported S. Fogg has been progressing with painting of men’s/ladies washrooms. Woodwork has been polished where needed. List of items will be updated and added to for the next month.

9. NEW BUSINESS

- a) Secretary reported the following cancellations received due to CoVid19 this past month:
 - September 23 2022 \$1737.00
 - June 27 2021 \$791.00
 - May 1 2021 \$500.00

 - Sept 10 2022 \$2318.75 cancellation has rebooked 3x due to CoVid19 and is now requesting refund as they are moving out West. As refund is not totally due CoVid19 it was agreed we would retain 50% of the cost of main hall only.
- b) Water Fountain was damaged by children sitting in top portion. B Carmichael was passing by and saw incident – told children to get out of fountain. This was posted on Facebook with the hope that it does not happen again and to make the public aware fountain is not for sitting in. Ken Ferguson from Operations will be taking a look at damage. B. Carmichael

- will discuss possibility of having automatic water feed to fountain and replace/repair the spigots.
- c) Chair B. Carmichael would like Board approval to form a sub committee to oversee the maintenance of the gardens. The committee would be responsible for communicating with the new contractor and Municipal staff to come up with a plan to simplify the gardens to reduce the workload. Board would like gardens looking their best for 100th celebration in 2023. The committee would include 2 members of the Horticultural Society for their expertise and knowledge of plantings.

Motion by M. Zwart, seconded by J. Calder

That a garden committee be struck to oversee the maintenance of gardens.

“Carried”

Motion by M. Zwart to adjourn 8:25 pm