

NEWCASTLE COMMUNITY HALL BOARD

April 19 2022
Main Hall 7 pm

Present Were: Henry Corvers

Crystal Yaki
Marg Zwart, Local Councilor
Sierd DeJong
Janeen Calder
Barry Carmichael

Regrets From: Granville Anderson, Regional Councilor

Also Present: Gabrielle Bell, Secretary
Pat Thexton

1. AGENDA

Moved by H. Corvers, seconded by M. Zwart

The agenda is accepted as circulated with the following additions:

- 1. Lions BBQ**
- 2. Historical Society**
- 3. Canadian Concert Band**
- 4. Vacation**

“Carried”

2. Garden Committee

Pat Thexton presented plan to rejuvenate gardens for 2022 season. This will include removal of plantings, adding of items that do not require as much maintenance. As we no longer have the Newcastle Horticulture Society to maintain the gardens it is imperative that gardens are brought to point that does not require as much labour.

Moved by H. Corvers, seconded by M. Zwart

That garden plan is accepted as presented.

“Carried”

Moved by H. Corvers, seconded by M. Zwart

That \$2000.00 is allocated to the plan to rejuvenate the gardens.

“Carried”

3. MINUTES

Moved by H. Corvers, seconded by S. DeJong

The minutes of March 15 2022 are accepted as circulated.

“Carried”

4. BUSINESS ARISING

- a) Discussed the communication from Chair of Village Concert Committee, L. Johnson. It was agreed that G. Bell would join committee as treasurer and B. Carmichael would be liaison between Committee and Hall Board.

Moved by M. Zwart, seconded by J. Calder

That Village Concert 2022 season would be chaired by L. Johnson.

“Carried”

- b) M. Zwart presented information on option of renting dishwasher which would include parts and labour for \$110.00. Board agreed rental would be best option at this time. B. Carmichael will coordinate with company to set up lease, he will make sure we are not locked in and that it is our best interests to move forward.
- c) G. Bell reported Hotel California fees have increased by approximately \$500.00. Recommended we reduce number of tickets sold and increase pricing.

Moved by H. Corvers, seconded by M. Zwart

Hotel California be hired for May 12 2023 concert. Tickets will be limited to 275 at a cost of \$45.00 includes HST.

“Carried”

- d) Discussed 2022 fundraiser, some suggestions were Comedy Night, Greek Night, Sunday Brunch. J. Calder will report at May meeting feasibility of doing Comedy Night. B. Carmichael will contact Durham College Culinary Program to investigate participation in Brunch.
- e) Board members were in agreement that the rubber bands on the clock chime have reduced the level considerably and board discussed this concern. M. Zwart will contact Dan Hooper for invoicing of this temporary noise reduction that is currently installed.
- f) Maintenance Work Plan – C. Yaki reported first monthly walk around with T. Welsh, Facility Supervisor and S. Fogg has been completed. It was informative and a few items have pointed out such as monthly checking of exit signs and defibrillator. If anyone is interested in doing this walk around they can be scheduled.
- g) G. Bell reported that she has followed up with R. Groen, Supervisor of Buildings and Properties on roof project. It has been delayed to June 13. This will be completed within 2 weeks. R. Groen has indicated these repairs should alleviate some of the water damage we have been experiencing in the lower level.
- h) G. Bell reported she has been working with Municipality to improve the insurance portal for clients to be more conducive to our rentals as opposed to a sports facility. Meeting was held on Feb 11 2022 with L. Reck, V. Bilenduke-Guppy and C. Hodgson

5. FINANCIAL REPORT

Moved by H. Corvers, seconded by M. Zwart

The financial report is accepted as presented.

“Carried”

- a) It was noted that main hall rentals have exceeded budget expectations for 2022
- b) We have been approved by CRA for Tourism and Hospitality Recovery Program that started October 2021. We have received the November payment of \$3156.72 towards payroll for

this time frame. We will apply for remainder of 2021 and into 2022 if we continue to qualify.

6. CORRESPONDENCE

- a) Soper Valley Model Train Association has requested reduced rental rate for Main Hall to host shows in spring and fall. Referred back to staff.
- b) Touch of Glass and Linens have requested their company be preferred rental company for a 4% return on all rentals. Board agreed we would not authorize preferred or accept percentage of rentals from vendors. We will offer advertising of their business on our website for a fee.
- c) Lions Club has requested refund of May 15 BBQ as they have been unable to sell tickets. Board was in agreement as this is still after effects of CoVid.
- d) Historical Society has requested permission to put frosting on windows facing front of building and possible removal of blinds. Board agreed this request would be denied, all agreed windows should be uniform as they are presently with matching blinds.
- e) Canadian Concert Band has cancelled rental for preferred rental rate at Gift of Art.

7. 100th Building Committee Update

- a) Committee requesting Newcastle Hall Board purchase Tourism post cards through the Tourism Department at Municipality to advertise the 100th. Cost to us would be \$200.00; Municipality will contribute \$200.00 as well. Cards will be distributed through Tourism offices.
- b) Committee requesting that 2023 Spring Concert hosted by Newcastle Hall Board funds be contributed to 100th Celebration. Board agreed at this time we can't commit these dollars to Committee, this can be re-evaluated at a later date.

Moved by J. Calder, seconded by S. DeJong

Approval to purchase post cards advertising Newcastle Community Hall at a cost of \$200.00 through Tourism Department. "Carried"

8. In Camera

Moved by C. Yaki, seconded by S. DeJong

That meeting go in camera. "Carried"

Moved by C. Yaki, seconded by S. DeJong

That meeting come out of camera. "Carried"

9. NEW BUSINESS

- a) Chair trolley has been loaned to us by St Francis of Assisi Church to consider for storing our chairs in main hall. Trolley will be left for S. Fogg to try and report back if this is something we could use.
- b) Mobility Outlet/Charging Station – tabled to May meeting.
- c) G. Bell will be on vacation from May 3 – May 14 2022.

Motion to adjourn by J. Calder at 9:45 pm "Carried"