

## **NEWCASTLE COMMUNITY HALL BOARD**

Meeting September 17, 2024 7:00 PM

Council Chambers

In Attendance: C. Yaki, Chair  
B. Carmichael  
J. Calder-Rowsell  
P. Martin  
V. Wong  
W. Woo, Regional Councillor

Staff In Attendance: J. Tutak, Secretary  
K. Symak  
D. DeJong

### **1. Call to Order**

Chair C. Yaki called the meeting to order at 6:59pm

### **2. Land Acknowledgement**

P. Martin opened the meeting with the Land Acknowledgement statement.

### **3. Approval of Agenda**

Motion to approval the agenda with the addition of Planters under Other Business.

Motion made by W. Woo, seconded by V. Wong

**Carried**

### **4. Approval of Minutes**

Motion to approve the minutes from June 18<sup>th</sup> 2024 and July 19<sup>th</sup> 2024

Motion made by J. Calder-Rowsell, seconded by B. Carmichael

**Carried**

### **5. Presentations**

#### **5.1. G. Bell**

G. Bell thanked the Board for her retirement gathering.

### **6. Business Arising**

#### **6.1. Draft Terms of Reference**

## **7. Finance**

### **7.1. Report – J. Tutak**

Motion was made to accept the financial report

Motion made by B. Carmichael, seconded by V. Wong

**Carried**

### **7.2. Finance Committee**

Motion was made to look for a community volunteer to fill remaining position on the Finance Committee.

Motion made by P. Martin, seconded by W. Woo

**Carried**

## **8. Custodial Report – K. Symak**

K. Symak gave the Custodial Report. Health and Safety are all good. The hall is busy with the fall wedding season but events are well staffed.

J. Calder-RowSELL to work with employees on suggested staffing for events and hall rental contract to bring back to Board proposed suggested changes and modifications.

## **9. Community Events**

### **9.1. Christmas Hall Lighting**

J. Calder-RowSELL presented the Board with two quotes for exterior hall Christmas lighting. Newcastle BIA will have an 18-foot tree arrive November 15, 2024. Tree/hall lighting will be the same night as the Santa Claus Parade, November 17 2024 at 5:00pm.

Motion made to proceed with Skedaddle for the hall lighting at a cost of \$4,740.00

Motion made by W. Woo, seconded by V. Wong

**Carried**

### **9.2. Santa Claus Parade**

C. Yaki to check about trailer/repairs to last year's float.

### **9.3. Harvest Festival**

Held October 5, 2024 from 9:00am – 3:00pm following with the Rotary Club's Octoberfest event.

## **10. Other Business**

### **10.1. Cornhole**

Motion made to have the Cornhole League run their event exclusively.

Motion made by J. Calder-RowSELL, seconded by V. Wong

**Carried**

**10.2. Planters**

Motion made to purchase four fall planters from Bloomfields for \$56.50 each.

Motion made by J. Calder-Rowell, seconded by B. Carmichael

**Carried**

**11. Adjournment**

Motion was made to adjourn the meeting at 9:30 pm

Motion made by W. Woo

**Carried**