



**NORTH DUFFERIN COMMUNITY CENTRE BOARD OF
MANAGEMENT
MINUTES
THURSDAY, JULY 11, 2019 – 7:00 P.M.
NORTH DUFFERIN COMMUNITY CENTRE**



The North Dufferin Community Centre Board of Management known as “The Board” held its meeting on the 11th day of July, 2019 at 7:00 p.m., in the Norduff Room at The North Dufferin Community Centre. Those present:

Those present:

Chester Tupling, Chair, Mulmur
Bert Tupling, Vice-Chair, Melancthon
Dave Besley, Deputy Mayor, Melancthon
Keith Lowry, Mulmur
Patricia Clark, Councillor, Mulmur
Debbie Fawcett, Melancthon
Donna Funston, NDCC Secretary, Melancthon

Regrets:

Clayton Rowbotham, Melancthon
Nancy Noble, Mulmur
James Woods, Facility Manager

#1 Call to Order by Chair

Chair Tupling called the meeting to order at 7:14 p.m.

#2 Additions/Deletions/Approval of Agenda

-Moved by Fawcett, Seconded by Besley the Agenda be approved as circulated. Carried.

#3 Declaration of Pecuniary Interest or Conflict of Interest

None.

#4 Approval of Draft Minutes

-Moved by Lowry, Seconded by Clark, that the minutes of the North Dufferin Community Centre Board of Management held on June 13, 2019 be approved as circulated. Carried.

#5 Business Arising from the Minutes

None

#6 Facility Manager's Report

James Woods was not in attendance, these items were deferred until the August 8, 2019 meeting.

-Moved by Lowry, Seconded by Fawcett, Be it resolved that the NDCC B of M request the Councils undertake the replacement costs for the antiquated (1965) water heater and the failing main arena door (1965) at the NDCC. Anticipated savings may approach 2/3 of the current hydro costs (300 gallons vs 100 gallons; 365 vs 200 days) for the water heater. Savings from the closing of a 10' X 2" gap at the door are not easily quantifiable.

We propose that the resulting efficiencies would enable Council to access the provincial "efficiency" funds, but Council may choose whatever avenue meets municipal priorities & needs. Carried.

Board directs Donna to send the motion to Heather and Tracey to be included in the Mulmur Agenda package. Each Council Member on the Board is to speak to their Councils regarding the efficiency fund grant money.

#7 General Business

1. Financial
 1. Accounts
 2. YTD vs. Budget comparison
 3. Outstanding Accounts Receivables
2. Strawberry Supper Update
3. Beef BBQ Update
4. Other
5. Unfinished Business
 1. Part-time position
 2. NDCC Financial Statements Year Ended 2018 for approval
 3. Vendors having tables at fundraising events
 4. Feasibility Plan – Township Support Update and Community Development and Planning Committee Update
 5. Possible Activities Available at the Arena

#1.1 -Moved by Clark, Seconded by Lowry, Be it resolved that the accounts in the amount of \$962.42 be approved to be paid. Carried.

#1.2 Discussion around YTD figures. Member Clark reports that insurance costs have increased by more than \$1,000 for 2019 and that \$6,600 is going to be added to hydro costs. Half of the \$6,600 will be added in the first six months and the other half will be added in the final six months. Member Clark, on behalf of Mulmur, suggests some policies be drawn up by the Board and that the Board should be creating its own timesheet for Arena staff.

- #1.3 Board directed Donna to ask Heather questions concerning some of the outstanding accounts receivables.
- #2 Member Fawcett reports the Strawberry Supper was very successful again this year, the turnout was great and she estimates the profit to be similar to last year. Member Fawcett is hoping to have financials prepared by Mulmur for the August 8, 2019 meeting. Member Clark discussed garbage versus recycling bins, she notes at the Strawberry Supper garbage and recycling did not seem to be getting separated. Member Clark makes a request for the Beef BBQ to have bins labelled with diagrams so everyone knows exactly where to put each item. Member Fawcett agreed to label bins accordingly for the Beef BBQ to help maximize recycling.
- #3 Chair Tupling reports posters have been put up around town and on the Melancthon and Mulmur websites. Janice has confirmed Greg Holmes will be playing again this year and most of the volunteers are organized but could still use a few more volunteers. 50/50 tickets and sales have been organized aswell. Board directs Donna to email Tracey Atkinson and request she send the Beef BBQ poster out on their confidential email list. Also, to request Denise Holmes send the poster out on the Melancthon mail chimp.
- #5.1 Board directs Donna to have Heather email her the part-time position notice and that it be placed on both Township websites as well as advertised in the Dundalk Herald, Shelburne Free Press and Creemore Echo papers. Also to have the notice placed on the Dufferin County Employment website as soon as possible.
- #5.2 -Moved by Tupling, Seconded by Besley, be it resolved that the NDCC Board of Management approve the Financial Statements For The Year Ended December 31, 2018 prepared by RLB Chartered Professional Accountants. Carried.
- #5.3 Defer to August meeting.
- #5.4 Member Besley and Member Clark report that Melancthon and Mulmur have approved the preparing of a RFP in regards to a recreational study or survey. Draft of the RFP will hopefully be done for the NDCC August 8, 2019 meeting for the Board to review. The Board will need to make sure it includes information they want to receive with respect to recreational activities that the public would like to have available at the Arena. It is also reported that this is a long process and will be well into 2020 before the final report is received.
- #5.5 Discussion around some possible activities and having them included in the RFP.

#8 Information

-Moved by Besley, Seconded by Tupling Item 8.1 be received as information. Carried.

#9 Delegation

-None

#10 Notice of Motion

-None

#11 Confirmation Motion

-Moved by Lowry, Seconded by Clark be it resolved that: all actions of the Members and Officers of the North Dufferin Community Centre Board of Management with respect to every matter addressed and or adopted by the Board on the above date are hereby adopted, ratified and confirmed; and each motion, resolution and other actions taken by the Board Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed. Carried.

#12 Adjournment

-Moved by Clark, Seconded by Lowry that we adjourn the North Dufferin Community Centre Board of Management meeting at 8:23 p.m. to meet again on Thursday August 8, 2019 at 7:00 p.m. at the North Dufferin Community Centre or at the call of the Chair. Carried.

CHAIR

SECRETARY