



**NORTH DUFFERIN COMMUNITY CENTRE BOARD OF
MANAGEMENT
MINUTES
TUESDAY, JANUARY 14, 2020 – 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 14th day of January, 2020 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
Keith Lowry, Mulmur
Nancy Noble, Mulmur
Clayton Rowbotham, Melancthon
Patricia Clark, Councillor, Mulmur
Dave Besley, Deputy Mayor, Melancthon
Debbie Fawcett, Melancthon, Melancthon
Donna Funston, NDCC Secretary, Melancthon
Heather Boston, Mulmur, Treasurer

Regrets:

#1 Call to Order by Chair

Chair Tupling called the meeting to order at 7:06 p.m.

#2 Additions/Deletions/Approval of Agenda

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

#3 Declaration of Pecuniary Interest or Conflict of Interest

None.

#4 Approval of Draft Minutes

-Moved by Besley, Seconded by Fawcett, that the minutes of the North Dufferin Community Centre Board of Management held on December 12, 2019 be approved as circulated. Carried.

#5 Business Arising from the Minutes

None.

#6 Facility Manager's Report

James Woods was in attendance for the portion of the meeting.

James reports the Arena was closed due to power outage, the phone lines were down, no working computer and the Saturday bookings had to be cancelled.

The Arena had lots of rented ice time during the Christmas break.

There was a water leak from a drain in the canteen area. James removed the plywood and treated mold that was found on the drywall and wood, new plywood was then put back on.

A security light needs replaced in the Norduff emergency sign, James has contacted Bluewater Fire and Security regarding this.

The roll up door in the canteen is broken, to replace one side will be about \$1600. Currently one side is permanently open and one side is permanently closed. James was directed to get three quotes to replace.

The eye wash station liquid should be changed and James will look into getting this done.

New curtain rods have been ordered for the Norduff Room and the curtains will be washed and re-hung. Debbie Fawcett has offered to make new curtains for the dressing rooms.

Hot water was all programmed separately in mid December, this should make the hydro much less each month.

Currently the ice sits empty every Saturday night from 4PM on. Discussion about making the ice time of 4pm-8pm Saturday night only as non-prime time and try to possibly find another centre that would rent this time at the cheaper rate. Discussed creating a combo rate for special events like birthday parties, this rate would include ice rental and Norduff Room.

#7 General Business

1. Financial
 1. Accounts
 2. YTD vs. Budget comparison
 3. A/R update
 4. 2020 Budget Draft #2
2. NDCC Board of Management
3. Other
4. Unfinished Business
 1. Arena Manager and Part time staff Pay Grids

#1.1 Discussion around hydro bills and how to get them included in the accounts as soon as possible. Board would like to see them current and up to date. Suggestion was made to use the auto debit amount and include that in the accounts instead of waiting for the bill in the mail as there seems to always be delays. Board would like to see December invoice included in the December list of accounts instead of having two or three hydro bills included in one month.

-Moved by Tupling, Seconded by Noble, be it resolved that the accounts in the amount of \$56,206.40 be approved to be paid. Carried.

#1.2 Discussion around YTD figures, Board notes that in 2018 the Arena had a deficit of almost \$30,000 and now in 2019 it is possible to break even.

#1.3 -Moved by Rowbotham, Seconded by Fawcett be it resolved that The amount of \$180 owed by James and Allison Miller from 2018 be wrote off.
Vice-Chair Tupling would like to know the full name of North Dufferin and Agricultural...
Heather will get this information.

#1.4 Board will wait until February before approving budget for 2020.

#2 The meeting date in November will be the 10th all other dates were unchanged.

#4.1 Mulmur has a co-op student in their office which is working on collecting wage information for full-time and part-time Arena staff, this information should be available for the next meeting.

#8 Information

Discussed the RJ Burnside Energy Efficient Plan and the Board would like to see the plan more up to date making the information more useful. Board needs to consider if doing any of the recommendations would there be enough of a savings over a 5 year period as the plan is to replace the front section in that time frame.

-Moved by Fawcett, Seconded by Lowry, be it resolved that items 8.1 and 8.2 be received as information. Carried.

#9 Notice of Motion

-None

#10 Confirmation Motion

-Moved by Tupling, Seconded by Noble 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.

#11 Adjournment

-Moved by Tupling, Seconded by Noble that we adjourn the North Dufferin Community Centre Board of Management meeting at 8:21 p.m. to meet again on Wednesday February 12, 2020 at 7:00 p.m. at the North Dufferin Community Centre or at the call of the Chair. Carried.

CHAIR

SECRETARY