



**NORTH DUFFERIN COMMUNITY CENTRE
BOARD OF MANAGEMENT
MINUTES
THURSDAY, JULY 7, 2022 – 7:00 P.M.**



The North Dufferin Community Centre Board of Management known as “The Board” held its meeting on the 7th day of July, 2022 at 7:00 p.m., as an electronic meeting through ZOOM.

Those present:

Patricia Clark, Councillor, Mulmur
Nancy Noble, Mulmur
Janet Horner, Mayor, Mulmur
Darren White, Mayor, Melancthon
Curtis Bouchard, Arena Manager
Darcy Timmins, Melancthon
Heather Boston, NDCC Treasurer, Mulmur
Donna Funston, NDCC Secretary, Melancthon

Regrets:

Debbie Fawcett, Melancthon
Mandy Little, Mulmur
Doug Read, Melancthon

#1 Chair Call Meeting to Order

Meeting Called to Order at 7:01 p.m.

#2 Land Acknowledgement Statement

The Land Acknowledgement Statement was read by Chair Clark.

#3 Additions/Deletions/Approval of Agenda

-Moved by Timmins, Seconded by White that the Agenda be approved as amended.
Carried.

ADD: General Business 9.1.7 – Grant Update

#4 Declaration of Pecuniary Interest or Conflict of Interest

None.

#5 Delegation

None.

#6 Approval of Draft Minutes – April 13, 2022

-Moved by Horner, Seconded by Noble, that the minutes of the North Dufferin Community Centre Board of Management held on April 13, 2022 be approved as circulated. Carried.

#7 Business Arising from the Minutes

None.

#8 Facility Manager's Report

Curtis reports that Core Mechanical will be starting July 8, 2022 on the brine pump. There was a buck and doe and the Strawberry Supper held at the Arena and both functions went well. A letter on the front of the building is broke, Curtis will order a new letter, paint and install. Some grass is starting to grow on the ball diamond so that will be sprayed and minor cleanups around the Arena will be done.

#9 General Business

1. Financial
 1. Accounts Payable ending May 3, 2022, ending May 31, 2022 and ending June 30, 2022

-Moved by White, Seconded by Timmins the accounts in the amount of \$28,480.24 be received as presented. Carried.

2. A/R update
3. YTD vs. Budget comparison

Discussion on oil and that it is over budget due to the cost increase of fuels. Building Maintenance seems high and Heather will report back with the reasons.

4. Year Ended December 31, 2021, North Dufferin Community Centre Financial Statements

Heather discussed the financial statements and some differences. Deficit is due to COVID costs, staffing costs and less revenues.

-Moved by White, Seconded by Noble that the Financial Information of North Dufferin Community Centre And Compilation Engagement Report thereon Year Ended December 31, 2021 be approved as presented. Carried.

5. Report from Heather Boston regarding Schedule of Fees+

Discussed the schedule of fees and that all rental numbers are now rounded off to include tax. This will make collection at the time of the rental easier and not looking to make change. Board Members are requested to come to the next meeting with thoughts on party packages or lower rates to bring more users to the facility and increase revenue.

-Moved by Noble, Seconded by Timmins that the Schedule of Fees be accepted and approved as presented. Carried.

6. Report from Heather Boston regarding Booth Management

Discussion on staff running the booth and it was decided that the risk and liability was too great at this time.

-Moved by Timmins, Seconded by Horner that the NDCC Board of Management receive the report of Heather Boston, Booth Management;
AND THAT; an RFP be issued with a minimum bid of \$500 per month and the bids be reviewed by the Board.
AND THAT; the vending machine for chips, chocolates and pop be installed at the Arena Carried.

2. Unfinished Business

1. Strawberry Supper Update

Report from Janet Horner was read and is attached to these minutes. Board directed Donna to contact Honeywood Minor Hockey and invite the President and Vice-President to the next meeting and discuss the donation, volunteering time and contact lists. Donna is directed to do a thank you letter for Crystal Lucas and family and Janet Horner and purchase a \$100 gift card.

ADDED #7 – Grant Update

Heather reported the grant that was applied for was not approved. She notes some repairs need to be done to be able to keep the ice in all winter. Mulmur Council may have to do some repairs on their own until the new Council is elected due to the motion passed by Melancthon Council. Mulmur is able to apply for other grants on their own. Renovation grants are 80% and could include items such as lighting and elevator. These grants are also stackable.

#10 Information

1. Report from Tracey Atkinson, CAO/Clerk/Planner and Heather Boston Treasurer Township of Mulmur regarding NDCC and a Motion passed at April 6 Mulmur Council.
2. Report from Roseann Knechtel, Deputy Clerk, Township of Mulmur regarding Pickleball Courts in Mulmur
3. Township of Melancthon Motion to Accept the increase in Budget
4. Township of Melancthon Motion to Appoint a Member to the NDCC Board
5. Township of Melancthon Motion for NDCC Budget to be adjusted
6. Township of Melancthon Letter to Township of Mulmur
7. Township of Mulmur Motion to Approve NDCC 2022 Operating Budget

The Board discussed Pickleball and decided to wait and see if any grants happen and then consider purchasing Pickleball supplies.

-Moved by Noble, Seconded by White that items 1 - 7 listed for information purposes be accepted as information. Carried.

#11 Notice of Motion

-None

#12 Confirmation Motion

-Moved by Horner, Seconded by Timmins 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.

#14 Adjournment

-Moved by White, Seconded by Timmins, we adjourn the North Dufferin Community Centre Board of Management meeting at 8:37 p.m. to meet again on Wednesday September 14, 2022 at 7:00 p.m. at the North Dufferin Community Centre or at the call of the Chair. Carried.

CHAIR

SECRETARY