

The Duntroon Hall Board Meeting Minutes

The Duntroon Hall Board met at The Duntroon Hall on March 18, 2025, at 6:00 p.m.

Those in attendance were:

Chair:	Gordon Kemp
Treasurer:	Mary Armstrong
Booking Agent:	Monica Scott
Members:	David Culham Mark Fisher Jim Campbell (absent) Suzanne Wesetvik (absent) Kimberly Schneider (absent) Ron Genoe
Council Rep:	Councillor Phyllis Dineen
Staff:	Sasha Helmky-Playter, Clerk/Director of Legislative Services

The Chair began the meeting by reading the Indigenous Land Acknowledgement.

1. Approval of Agenda

Resolution:

Moved by David Culham, Seconded by Mark Fisher, Be It Resolved, that The Duntroon Hall Board hereby approve the Agenda dated March 18, 2025 as presented. Motion Carried.

2. Disclosure of Disqualifying Interest and General Nature Thereof

None.

3. Approval of the Minutes

Resolution:

Moved by Mary Armstrong, Seconded by David Culham, Be It Resolved, that The Duntroon Hall Board hereby approve the meeting minutes dated January 21, 2025, and March 4, 2025, as presented. Motion Carried.

4. Business Arising from the Minutes

- Parking lot drainage is still an issue – discussed digging out ditch for water to have an outlet. Gordon advised he would talk to Terry Vachon, Director of Parks & Recreation about it.

- Reviewed the building reno items from the January 21st minutes. Members advised that the furnace power vent was replaced first and then the circuit board.

5. Financial Report

Board Treasurer Mary Armstrong advised that the current account balance is \$21,789, not including the Green Beer Day event.

Resolution:

Moved by Monica Scott, Seconded by Ron Genoe, Be It Resolved, that The Duntroon Hall Board hereby receive the verbal Financial Report for information. Motion Carried.

6. Rental Report

Booking Agent Monica Scott advised that the rentals that were booked during the emergency renovations have been cancelled. One of the rentals was able to book the Nottawa Hall for their March 22nd event, with Duntroon transferring the original rental fee of \$250 to Nottawa by cheque.

The April 5th Buck and Doe that is scheduled at the Hall is still booked. Township staff will update the Board on construction for this event.

Resolution:

Moved by Councillor Dineen, Seconded by Mark Fisher, Be It Resolved, that The Duntroon Hall Board hereby receive the verbal Rental Report for information. Motion Carried.

7. New Business

7.1 Hall Interior Damage & Restoration Update

Board members looked at the restoration that has been completed thus far. More information on the repair will be provided to the Board over the next week.

7.2 Green Beer Day follow-up

Booking Agent Monica Scott thanked the Board for all their assistance during the event. DJ Stu, the photobooth and Beinn Gorm Highlanders are all booked again for next year's event (March 14th, 2026). The food truck was a success as well.

The Board's profit from the event was \$7,821.00. The expenses for the liquor, DJ and Beinn Gorm Highlanders were all paid from the event proceeds. Members are to provide receipts to Mary Armstrong for accounting purposes.

7.3 The Know-it-all-Ball Event

The Board will discuss this event at the next meeting and see if it can be planned for some time in the Fall.

7.4 Annual General Meeting Preparation

The Board will prepare to hold an Annual General Meeting once the repairs and restoration have been completed.

8. Next Meeting

Tuesday, April 15th, 2025

9. Motion to Adjourn

Resolution:

Moved by Councillor Dineen, Seconded by Ron Genoe, Be It Resolved, that The Duntroon Hall Board Meeting hereby be adjourned at 7:04 p.m. Motion Carried.

Original Signed By:

Gordon Kemp, Chair

Original Signed By:

Sasha Helmky, Clerk/Director of Legislative Services

Board & Committee Meeting Minutes are not a Final Document of the Corporation until adopted by the Board/Committee.