



Station on the Green Board Meeting SPECIAL MEETING MINUTES

July 30, 2020

[Webinar](#)

8:30 a.m.

Members Present: Linda Coulter (Chair), Brian Bell (Treasurer), Deputy Mayor Barry Burton, Anthony Sist, Jeremy Ray, Pattie Cleary(8:48), and Mayor Doug Measures (8:48).

Members Absent: Per Hahne, Sara Hershoff, and Tom Caswell.

Staff Present: Cayla Reimer, Committee Coordinator.

1. Welcome

Chair, Linda Coulter called the meeting to order at 8:43 a.m.

2. Approval of [Agenda](#)

Resolution:

Moved by Jeremy Ray, seconded by Anthony Sist, Be It Resolved that the Creemore Station on the Green Board hereby approve the Agenda dated July 30, 2020 as presented.

Motion Carried.

3. Disclosure of Pecuniary Interest

No pecuniary interest was declared.

4. Approval of [Minutes](#) – July 23, 2020

Resolution:

Moved by Brian Bell, seconded by Jeremy Ray, Be It Resolved that the Creemore Station on the Green Board hereby approve the Special Meeting Minutes dated July 23, 2020 as presented.

Motion Carried.

5. Current/New Business

5.1 Letter of Offer

The Board discussed assisting the cleaning position with obtaining WSIB Clearance Certificate and Personal Liability Insurance at an acceptable cost.

Resolution:

Moved by Jeremy Ray, seconded by Deputy Mayor Barry Burton, Be It Resolved that the Creemore Station on the Green Board hereby approve reimbursement of Personal Liability Insurance fee to successful cleaning position.

Motion Carried.

Resolution:

Moved by Jeremy Ray, seconded by Brian Bell, Be It Resolved that the Creemore Station on the Green hereby approve the letter of offer as amended.

Motion Carried.

5.2 Booking Agent Meeting

Jeremy provided background on a meeting held at the Creemore Echo between Sara Hershoff, Jeremy Ray, Brian Bell, and Pattie Cleary outlining the roles and responsibilities of the Booking Agent position (attachment).

The Board discussed possibilities such as; combining the booking agent responsibilities with the Village Green paid position and combining the cleaning position with the booking agent roles/responsibilities.

The Board feels the Booking Agent responsibilities should be offered to the successful cleaning position first before looking to outsource.

The Board discussed creating a dialog between the Station on the Green and the Village Green Community Foundation regarding mutual efficiencies between the two groups.

Resolution:

Moved by Patti Cleary, seconded by Mayor Doug Measures, Be It Resolved that the Creemore Station on the Green Board hereby approve to approach the Village Green Community Foundation to discuss possibilities of synergies and coordination between the Station on the Green and the Village Green Community Foundation Boards.

Motion Carried.

5.3 Re-opening

The Board discussed re-opening and will contact the two regular rentals (church and tai chi) to further discuss their appetite for re-opening. The Board discussed re-opening timelines and would like to be prepared to open in conjunction with other gathering Township Facilities.

Resolution:

Moved by Anthony Sist, seconded by Patti Cleary, Be It Resolved that the Creemore Station on the Green Board hereby remain closed at this time.

Motion Carried.

6. Finance Report

Treasurer, Brian Bell provided the Board with a brief update on Finances; received an invoice from In-lite for \$10,732.77 which will be paid out of the most recent bank balance of approximately \$17,000 leaving the Board with a balance of approximately \$6,428. The Board receives approximately \$800-\$900 each month from the solar panels providing an annual income of approximately \$10,000.

7. New Business

Committee Coordinator, Cayla Reimer inquired as to the appetite for in person meetings to resume to which almost all Board members were in favour.

8. Next Meeting – At the call of the Chair

9. Adjournment

Resolution:

With no further business, Be It Resolved that the Creemore Station on the Green Board meeting adjourned at 10:03 a.m.

Motion Carried.

Date Minutes Approved: August 27, 2020.

Linda Coulter, Chair

Cayla Reimer, Committee Coordinator