



# Creemore Station on the Green Board Meeting Minutes

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The Creemore Station on the Green Board met in a virtual zoom session on March 17, 2022 at 9:00a.m.

Those in attendance were:

Chair:	Linda Coulter
Interim Chair:	Jeremy Ray
Treasurer:	Brian Bell
Booking Agent:	Debbie Hill
Council Rep:	Deputy Mayor Barry Burton (absent)
Member:	Per Hahne
Member:	Tom Caswell
Member:	Pattie Cleary (absent)
Staff:	Committee Coordinator, Cayla Reimer

## 1. Approval of Agenda

### Resolution:

Moved by Jeremy Ray, Seconded by Tom Caswell, Be It Resolved, that the Creemore Station on the Green Board hereby approve the agenda dated March 16, 2022 as presented. Motion Carried.

## 2. Disclosure of Disqualifying Interest and General Nature Thereof

No disqualifying interests were declared.

## 3. Approval of the Minutes

### Resolution:

Moved by Debbie Hill, Seconded by Jeremy Ray, Be It Resolved, that the Creemore Station on the Green Board hereby approve the meeting minutes dated February 17, 2022 as presented. Motion Carried.

## 4. Business Arising from the Minutes

### 4.1 Rental Rate Amendments

Deferred to the next meeting.

### 4.2 Security Cameras

The Board discussed the required security cameras and replacement. The Board discussed partnering with the Village Green to have security coverage of the park with additional financial support from the Village Green. Per will further investigate the technology.

## 5. Financial Report

Treasurer Brian Bell reviewed the provided financial report and highlighted bank balance of \$1,631.40 from the end of February. Brian informed the Board that Council has provided funds to cover the Huronia Alarms request.

Brian reiterated his frustration with receiving the Bank Statements.

Brian presented information received from Rogers to reduce the internet and telephone fees for a total savings of \$64.12 each month. A technician will be at the facility on March 21, 2022 to update the systems, Debbie will be onsite to accept them.

## 6. Rental Update

### 6.1 Rental Update

Booking Agent, Debbie Hill provided a list of upcoming rentals and past rentals along with a total rental income of \$2,287.18 in February. March has been another successful month so far.

Debbie requested past rental information for the Horticultural Society Plant Sale rental fee. Treasurer Brian Bell informed the Board that the Horticultural Society had paid \$207.24 in 2019 to host their plant sale.

Linda informed the Board that the Church might have found a new location, Debbie will discuss the reasoning of leaving the Station on the Green. The Board discussed directing Debbie to negotiate with the Church group to maintain the rental.

### **Resolution:**

Moved by Per Hahne, Seconded by Brian Bell, Be It Resolved, that the Creemore Station on the Green Board hereby direct Debbie Hill to negotiate with the Church Group to maintain the long term rental. Motion Carried.

### **Resolution:**

Moved by Jeremy Ray, Seconded by Per Hahne, Be It Resolved, that the Creemore Station on the Green Board hereby wave the rental fee for the Ukrainian Fundraiser event on Saturday April 02, 2022. Motion Carried.

## 6.2 Marketing and Advertising

Debbie Hill informed the Board that Pattie has been updating the social media. Debbie requested that information promoting the Station on the Green on more Facebook and Social Media pages.

## 6.3 Fundraising – Small Halls Event Proposals

The Station Café will take place on Tuesday afternoons from March into May and will feature baked goods from the Creemore Farmers Market for purchase. Debbie provided additional details on the proposed event.

Debbie provided information on two Small Halls Festival proposals and provided an overview of how each event operates.

Brian Bell will secure the Special Occasion Permits for each event.

### **Resolution:**

Moved by Brian Bell, Seconded by Jeremy Ray, Be It Resolved, that the Creemore Station on the Green Board hereby approve hosting Murder Tastefully Executed Dinner Theatre on September 17, 2022 in conjunction with the Small Halls Festival. Motion Carried.

### **Resolution:**

Moved by Jeremy Ray, Seconded by Per Hahne, Be It Resolved, that the Creemore Station on the Green Board hereby approve hosting An Evening with Dan Needles and Ian Bell on October 15, 2022 in conjunction with the Small Halls Festival. Motion Carried.

## **7. Building and Landscaping**

### 7.1 Fire Extinguisher Cover

Chair, Linda Coulter provided information on a broken cover at the Facility, Per will further investigate the repair or replacement cover.

## **8. New Business**

### 8.1 Book Sale

Chair Linda Coulter provided information on a proposed book sale organized by a local resident and provided an overview of past sales. The Board discussed the pros and cons of the sale. Treasurer, Brian Bell informed the Board on the past revenue generated from the September 2018 book sale of \$7,660.60 gross.

Expenses are minimal as the biggest expense is the advertising costs and the trollies purchased in 2018.

**Resolution:**

Moved by Tom Caswell, Seconded by Debbie Hill, Be It Resolved, that the Creemore Station on the Green Board hereby request Marg Purkis organize the proposed Book sale event. Motion Carried.

**8.2 Washrooms**

Linda Coulter provided information on the availability of washrooms during rentals. The Board discussed maintaining the washroom availability for rentals only and updating the BIA, Village Green, and Community aware when a rental has been scheduled. Debbie provided information on the washroom status throughout the pandemic and informed the Board that with the diminishing restrictions the washrooms will reopen for public use.

**8.5 Village Green Update**

Jeremy Ray provided information on the meeting between the Station on the Green and Village Green and the discussion regarding replacement of the stone walking path from the park to the main entryway and the placement of wayfinding signage. Jeremy will further investigate options for the signage moving forward.

**8.3 Facility Updates**

Jeremy provided an overview of small maintenance items to have corrected. Debbie is working to resolve the issues and has a contractor visiting the station to remedy.

**8.4 Covid Update**

The Board received the most recent covid-19 updates from the parks, Culture, and Recreation Department.

**8.4 Funding Request Update**

Treasurer Brian Bell provided a brief review in the Financial Report and is working towards having the funds deposited.

**9. Next Meeting** – April 21, 2022 at 9:00 a.m.**10. Motion to Adjourn****Resolution:**

Moved by Tom Caswell, Seconded by Brian Bell, Be It Resolved, that the Creemore Station on the Green Board Meeting hereby be adjourned at 10:28 a.m. Motion Carried.

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Linda Coulter, Chair

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Cayla Reimer, Committee Coordinator

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