



The Duntroon Hall Board Meeting Minutes

The Duntroon Hall Board met in a virtual zoom session on March 22, 2022 at 7:00p.m.

Those in attendance were:

Chair: Gordon Kemp
Treasurer: Mary Armstrong
Booking Agent: Monica Scott
Council Rep: Councillor Doug McKechnie (absent)
Members: David Culham (left at 8:30p.m.)
Mark Fisher (absent)
Ron Genoe
Roz St. Claire (7:25p.m.)
Jim Campbell
Suzanne Wesetvik
Nicole Scott
Wally Skomra (absent)
Ian McGregor (absent)
Kimberly Schnider

Staff: Committee Coordinator, Cayla Reimer

1. Approval of Agenda

Resolution:

Moved by Jim Campbell, Seconded by David Culham, Be It Resolved, that The Duntroon Hall Board hereby approve the agenda dated March 22, 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 Jim Campbell, Seconded by David Culham, Be It Resolved, that The Duntroon Hall Board hereby approve the minutes dated February 22, 2022 as presented. Motion Carried.

4. Business Arising from the Minutes

4.1 AODA Updates

Gord provided an update on the provided information highlighting the cost of the proposed renovations and proposed fundraising contribution plan and next steps.

The Board discussed renovation timing, potential phases, and preferred year.

4.2 Covid Update

The Board received and reviewed recent COVID updates from the Parks, Culture, and Recreation Department.

5. Financial Report

Treasurer, Mary Armstrong provided a financial report including a bank balance of \$26,987.00, Green Beer Day provided a net income of \$6,785.00.

6. Event & Booking Update

Booking Agent, Monica Scott provided a verbal update on upcoming rentals, the hall is booked every Saturday until June.

The Board discussed reviewing the bowling equipment to ensure it is fully functional prior to hosting bowling rentals, Gord and David will further investigate.

Monica informed the Board that the door to the bowling lane had been open during some rentals. The Board discussed moving the key to a more secure location or changing the doorknob to the coded version.

Resolution:

Moved by Monica Scott, Seconded by Suzanne Wesetvik, Be It Resolved, that The Duntroon Hall Board hereby approve the purchase and installation of two coded lock doorknobs on the Bowling alley access doors. Motion Carried.

Monica thanked the Board and volunteers for their time and effort for Green Beer Day.

Monica informed the Board that the floor sweeper was not working so she had it serviced and provided her credit card, she has not yet received the bill but will submit for reimbursement.

David Culham has purchased flush valves and rings for the toilets.

7. Facility Review

David informed the board that he has some receipts to submit for reimbursement for construction and maintenance items (toilet valves, drywall, etc.)

Jim suggested the outdoor lights timer be updated to reflect Day Light Saving Time.

Gordon thanked Travis, on behalf of the Board for his assistance with washroom renovations.

The Board discussed a spring cleaning of the Hall and yard and will set a date at the April meeting.

Loco Empanada has completed the required patching.

8. New Business

8.1 Board Member

Gord provided information on the addition of a new Board member and discussed the current process and will further discuss with the Clerk.

Resolution:

Moved by Suzanne Wesetvik, Seconded by David Culham, Be It Resolved, that The Duntroon Hall Board hereby recommend Council Appoint Taylor Scott to the Duntroon Hall Board. Motion Carried.

8.2 Small Halls Festival

Gord provided information from the Small Halls Festival Planning Meeting and discussed the opportunity of hosting various events between June to October. The Board discussed potential events and activities.

8.3 Letter to the Editor

Roz submitted a letter to the Creemore Editor that made the Creemore Echo paper that called for suggestions of activities/events/programing that Duntroon residents would like to see hosted at the Duntroon Hall. Roz received many suggestions from Duntroon residents and provided insight on her own research in how other Halls in the area operate such activities/events/programing.

8.4 One Stop Christmas Shop

The Board discussed hosting the event, David Culham will further investigate details.

9. Next Meeting – April 19, 2022 at 7:00 p.m.

10. Motion to Adjourn

Resolution:

Moved by Mary Armstrong, Seconded by Suzanne Wesetvik, Be It Resolved, that The Duntroon Hall Board Meeting hereby be adjourned at 8:33 p.m. Motion Carried.

Gordon Kemp, Chair

Cayla Reimer, Committee Coordinator

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