



Nottawa Hall Board Meeting Minutes

The Nottawa Hall Board met in a virtual zoom session on April 14, 2022 at 7:30p.m.

Those in attendance were:

Chair: Jason Whyte (absent)
Booking Agent: Adam Thornton
Maintenance Manager: Calvin Phillips
Council Rep: Councillor Phyllis Dineen

Members: Kari Mirrlees
Patrice McCammon

Staff: Records Management Coordinator, Sarah Corbett

1. Approval of Agenda

Resolution:

Moved by Kari Mirrlees, Seconded by Councillor Phyllis Dineen, Be It Resolved, that Nottawa Hall Board hereby approve the agenda dated April 14, 2022 as presented. Motion Carried.

2. Disclosure of Disqualifying Interest and General Nature Thereof

Councillor Dineen declared a disqualifying interest as it pertains to payment of the Greenview Graphics invoice in item 8.4.

3. Approval of the Minutes

Resolution:

Moved by Adam Thornton, Seconded by Patrice McCammon, Be It Resolved, that the Nottawa Hall Board hereby approve the meeting minutes dated March 15, 2022 as presented. Motion Carried.

4. Business Arising from the Minutes

4.1 AODA Renovations Update

Councillor Phyllis Dineen provided an update on the AODA renovation decisions as decided from the April 06, 2022 Special meeting of Council.

The Board discussed the timeline of the Memorandum of Understanding for the individual Halls and the renovations.

5. Rental Report

Adam Thornton provided a verbal update of upcoming rentals and inquiries received. The Board discussed locked storage for a potential long-term rental, Councillor Dineen will further investigate regulations surrounding furnace and electrical panel storage room.

Adam discussed the potential of updating the rental rates at the Hall.

6. Financial Report

The Board received the 2021 year-end financial statement and the most recent 2022 profit and loss statement as provided by the Township. The current bank balance is \$21,424.95 as of March 31, 2022.

The Board discussed missing information such as the scrap metal drive and solar panel revenue, Councillor Phyllis Dineen will further investigate.

7. Maintenance Report

Maintenance Manager Calvin Phillips informed the Board that he has been at the hall checking smoke detectors, emergency lighting, and putting out garbage bins.

Kalvin informed the Board that the siding needs to be looked at as it looks weathered. The exposed pipes need to be covered, Kari will follow up with Jason or have it fixed prior to the Beerfest event.

8. New Business Events

8.1 Beer & Cider Fest

Patrice updated the Board on the event, attending breweries & cideries, food & non-alcoholic beverages, and volunteers. Councillor Phyllis Dineen will secure the non-alcoholic beverages for the event.

Councillor Phyllis Dineen informed the Board that a guitarist is available to play at the event and will further investigate.

8.2 Small Halls Festival

Interim Chair, Calvin Phillips provided information on the requirements and updates to the 2022 Small Halls Festival.

The Board discussed potential events and dates to host an event (June 11, 2022 or June 24, as a backup). The Board will further investigate potential food and entertainment availability.

Kalvin will fill out the Memorandum of Understanding with the Township regarding the 2022 Small Halls Festival and the Board's potential event.

8.3 In Person Meetings

Deferred to the next meeting.

8.4 Scrap Metal Drive

Councillor Phyllis Dineen did not participate in the conversation or vote on this item.

Kari Mirrlees informed the Board that Councillor Dineen has approached Greenview Graphics to create signage indicating what scrap metal is accepted in the donation bin located at the Nottawa Hall.

Resolution:

Moved by Patrice McCammon, Seconded by Kari Mirrlees, Be It Resolved, that the Nottawa Hall Board hereby approve payment of \$40 to Greenview Graphics for the purchase of signage. Motion Carried.

9. Next Meeting – May 12, 2022 at 7:30 p.m.

10. Motion to Adjourn

Resolution:

Moved by Kari Mirrlees, Seconded by Councillor Phyllis Dineen, Be It Resolved, that the Nottawa Hall Board Meeting hereby be adjourned at 8:44 p.m. Motion Carried.

Jason Whyte, Chair

Cayla Reimer, Committee Coordinator

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