



The Duntroon Hall Board Meeting Minutes

The Duntroon Hall Board met in a virtual zoom session on April 19, 2022 at 7:00p.m.

Those in attendance were:

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

Staff: Committee Coordinator, Cayla Reimer

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 April 19, 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 Mary Armstrong, Seconded by Jim Campbell, Be It Resolved, that The Duntroon Hall Board hereby approve the minutes dated March 22, 2022 as presented. Motion Carried.

4. Business Arising from the Minutes

4.1 AODA Updates

Councillor Doug McKechnie provided an update on the provided information highlighting fundraising commitments, the approved tender process, engineers and architects of the projects, Hall renovation schedule/timeline, and construction guidelines.

The Board discussed renovation timing, potential phases, fundraising, the Memorandum of Understanding, and Lloyd Hunt's continued work with the project.

The Board discussed construction prices, tender processes, length of construction on the Hall and its impact on rentals.

4.2 Spring Cleaning

The Board discussed a yard spring clean-up for May 03, 2022 after 6:00p.m.

5. Financial Report

Treasurer, Mary Armstrong provided a brief financial report including a bank balance of \$26,905.00 as of April 19, 2022.

6. Event & Booking Update

Booking Agent, Monica Scott provided a verbal update on upcoming rentals.

Suzanne provided information regarding a power outage during a rental. The Board discussed implementing a clause in the rental agreement to create a consistent protocol for any rentals who experience an issue. Monica confirmed she received a call from the rental and visited the Hall after the rental to ensure all the lights were off and toilets flushed.

7. Facility Review

The Board discussed painting the carpet and have decided against it.

David informed the Board that he has installed the coded doorknobs on the bowling alley and will reset the codes and update the Board.

Monica informed the Board that the floor cleaner requires maintenance and will provide the invoice to the Board for payment. The quote is approximately \$400.

David informed the Board that he has replaced the flush valves and rings. David had got the septic pumped, grease was trapped in the lower kitchen, filters were okay. The Board discussed the septic replacement as part of the AODA renovations.

The Board discussed potential uses of the outdoor space of the Duntroon Hall; re-wilding, walking paths, playing field.

The Board discussed changing the parking lot light's timer.

8. New Business

8.1 Small Halls Festival

Gord provided information on the Small Halls Festival. Suzanne is working to secure an entertainment feature for the 2022 Festival. The Board discussed potential events and activities.

Roz proposed hosting a High Tea event accompanied by the sounds of the Georgian Bay Big Band. The Board discussed the proposal with the possibility of tying it in with the Queens Jubilee (Thursday June 2, 2022).

The Board discussed hosting the chicken races later in the day (5pm) followed by food vendors (5-7ish) and concert in the evening (8pm).

8.2 In Person Meetings

The Board discussed meeting in person.

Resolution:

Moved by David Culham, Seconded by Suzanne Wesetvik, Be It Resolved that the Duntroon Hall Board hereby approve meeting in person in accordance with SMDHU guidelines. Motion Carried.

8.3 Board Member

Nicole was not available to provide an update.

8.4 One Stop Christmas Shop

The Board discussed the potential date of November 19, 2022 to host the one-stop Christmas shop from 9 a.m. – 2:00 p.m. with set up occurring the day of.

8.5 Annual General Meeting

The Board discussed hosting the AGM at the next meeting.

9. Next Meeting – AGM - May 17, 2022 at 7:00 p.m.

10. Motion to Adjourn

With no further business to discuss the Duntroon Hall Board meeting was adjourned at 8:32 p.m.

Gordon Kemp, Chair

Cayla Reimer, Committee Coordinator