

## Elmwood Community Centre Board Meeting Minutes

December 7, 2021 at 7:00 PM Zoom

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Present: Dale Ahrens, Dean Leifso, Michael Sugden, Ernie Falkiner, Alicia Devisser, Mark Coleman, Hazel Pratt  
Staff: Patsy Becker, Steve Lehman, Marianne Smith  
Absent: Kodey Hewlett, Beth Hamilton

**1. Call to Order**

7:06 p.m.

**2. Approval of Agenda**

That the December 7, 2021 agenda be adopted

**Motion:** Moved by E. Falkiner Seconded by H.Pratt

**Carried**

**3. Declaration of Pecuniary Interest (direct or indirect)**

- none

**4. Approval of Previous Meeting Minutes - with amendments**

**Motion:** Moved by A.Devisser Seconded by E. Falkiner

**Carried**

**5. Treasurer's Report**

October Financial Statement

**Motion:** Moved by D.Leifso Seconded by M. Sugden

To accept the September Financial Statements as presented.

**Carried**

**Motion:** Moved by A. DeVisser Seconded by E. Falkiner

To accept the 2020 Auditors Draft Report as printed and taken to municipalities and to pay Auditors \$2599.00

**Carried**

**Motion:** Moved by M Sugden Seconded by E. Falkiner

To pay Insurance fee at \$3534.84

**Carried**

**6. Business Arising from the Previous Minutes**

**Budget 2022:** Draft version of operating Budget maintained at current levels to facilitate operating expenses and to facilitate rentals. Draft budget will have to be approved by municipal partners. Capital requests format to forecast two scenarios, one including accessibility funding. Accessibility grant has been shared between municipalities and Brockton has approved in principle. Includes ongoing projects as well as high, medium, and low priority capital requests.

**Motion:** Moved by D.Leifso Seconded by E.Falkiner

To submit Draft in principle with capital proposal to municipal partners.

**Carried**

**Parking:** John Strader to confirm signage on Concession 10 in regards to parking due to new curb and sidewalks.

Capital project to increase parking space and transition some grass to gravel parking

**7. Ongoing Business**

**Technology update** – E.falkiner and S.Lehman working on installation.

**E Banking** – Approved by Bank – E. Falkiner and P. Becker to set up account.

**Fire Plan** – Pending

**Implementation of Capital Projects** –

Upgrades at pavilion – flooring picked out and moving water heater out of the way.

**Software Facility Booking System** – Set up time with K.Hewlett - looking into 2022

**Insurance for facilities and events** – M.Coleman shared update. Council approved community insurance. Schedule and fees being set up as part of bylaw and sent out to user groups. All community centres and park spaces must use insurance or provide their own. Will be a service charge on rental fee. Communication to be sent out in next couple weeks.

**Road sign:** Shared LED sign on hold to see what Chamber does with downed sign.

**8. New Business**

**Lights:** S.Lehman to check timer on parking lot lights at community centre to make sure adjusted to shorter days

**9. Next meeting:**

Tuesday January 4, 2022 at 7:00PM

**Motion:** Moved by D.Leifso Seconded by E. Falkiner

To move meeting to Zoom For the months of December, January, and February.

**Carried**

**10. Adjournment**

**Motion:** Moved by D.Leifso Seconded by H.Pratt

That the ECCB meeting be adjourned.

**Carried**