

## **Cargill & District Community Fund (CDCF)**

### **Cargill Community Centre Entrance Committee Minutes**

**Meeting Date:** February 19, 2019

**Location:** Cargill Community Centre

**Present:** Mike Weber, Brian Dales, Carman Lippert, Kevin Schmidt, Liz Fry, Lynne Davidson, Gail Lippert, Brian Raper

**Municipal Representation:** Chris Peabody

**Absent:** Dave Barrett, Jairus Maus, Becky Maus, James Lang, M. Murphy

#### **1. Call to Order**

Committee toured new addition before start of meeting. M. Weber called meeting to order at 7:09 pm.

#### **2. Minutes of Previous Meetings**

Moved by: B. Dales

Seconded by: B. Raper

That the January 9, 2019 minutes be adopted. Carried.

#### **3. Finance Report**

- L. Fry reported revenue of \$250. and expenses of \$225,210.33. Current Financial Statement balance is - \$256,735.50.
- B. Dales provided for meeting room, more beneficial to go with television as opposed to screen/projector. Fire Alarm/Security/Sound/Video costs will be less than budget allotment. Two separate sound systems – one for existing hall and one for new build. Fire alarm system meets hall capacity requirements.
- Lynne Davidson will contact Municipal staff in regard to sending out official donation receipts to donors – **ACTION 89.**
- G. Lippert reported at the January 22, Brockton Council Meeting, resolution passed to add the building permit fee of \$7,100 to the total tendered amount of the entrance project, thereby, the Municipality commits to paying forty percent.
- Spending on project contingency was reviewed in detail. To date, changes incurred total \$4,113.
- Discussion Domm should restore exterior to reasonable grade and Committee responsible for paving/landscaping costs.

#### **4. Project Update**

- First hall booking is March 2. C. Lippert has scheduled cleaners for February 27 & 28. Side door to be used for month of March events. Estimated Domm should be out of main hall by end of week.
- B. Dales explained cabinetry changes and costs. Committee decided to install stainless steel counters on main bar, outside bar and rolling cart. Meeting room bar counter to match kitchenette laminate.
- Fire Alarm/Security/Sound installation scheduled for March 1. Fire Alarm to be inspected March 18.
- HVAC option prices discussed – Option 1: 2 – 10-ton roof top units \$83,251 plus HST and Option 2: air conditioning to existing kitchen/washrooms \$11,972 plus HST. **ACTION 90:** M. Weber to contact D. Lucas for quote on air conditioning to kitchen/washrooms.
- B. Dales stated M. Murphy asked him to contact Kincardine Cable about internet service. Kincardine Cable has been contacted and will be conducting an assessment.

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**5. Fundraising**

FUNDRAISER	DATE	DETAILS
Taste of Local Celebration	Saturday, April 6, 2019	Contact: D. Barrett
Barn Dance Show	Sunday, April 14, 2019	Contact: C. Abell (PBTP Committee)
Cargill Open	Saturday, June 8, 2019	Contact: B. Raper
Passion for Fashion	Friday, November 1, 2019	Contact: L. Fry
Ladies 'Social'	Friday, December 13, 2019	Contact: P. Wilhelm

B. Raper stated committee formed and meetings started for Cargill Open. L. Fry provided Passion for Fashion will be held. P. Wilhelm plans to proceed with Ladies' Social. **ACTION 91:** G. Lippert to contact D. Barrett to inquire if Committee can assist with Taste of Local event.

In response to letter to businesses for financial support for project. Holm Graphics has offered to donate \$1,000 in-kind towards signage. It is undetermined as to signage needs at present, however, will be tabled for follow-up.

**6. Action List Review**

61	D. Barrett	Partnering with Georgian College - "Field to Fork" or "Pop-Up Restaurant" event – 06APR19	13MAR18	Taste of Local Celebration – Dave working with Chef Bevan.
62	D. Barrett/ G. Lippert	Grants - Bruce Power, Hydro One, New Horizons, Organization of Canadian Nuclear Industries	13MAR18	Bruce Power/Hydro One - unsuccessful, New Horizons - \$25k -o/s. OCNI – D. Barrett met - working on process
73	L. Davidson	Kitsupply – check for in-kind donation for soap, paper towel and toilet paper dispensers.	<del>11SEP18</del> 13FEB19	
81	J. Morgan	Advise P Toews - 4 toilets from old washroom to be used in new build.	ASAP	L. Davidson to follow-up.
84	J. Morgan	Contact Kincardine Cable for cost of internet service and add to Brockton budget for consideration.	08JAN19	Internet \$119.99/taxes unl/free install -500 MB down; 20 MB up. Fiber on road/coaxial cable to building. No phone. Cost in 2019 budget.
85	C. Lippert	Boiler Rm/Outside Washroom: Contact M. Weber to follow up with Domm on cost and installation of puck board	ASAP	Decision to go with trusscore. Complete.
86	C. Lippert	Ask Mike to have Domm provide change orders and breakdown of costs to date.	ASAP	Contacted Mike - complete.
87	G. Lippert	Send letter to Brockton Council - Municipality, owner of the building, pay for and not waive the \$7,100. building permit fee. c.c. J. Lang and C. Peabody.	ASAP	15JAN19- letter sent for Council mtg 22JAN19. 29JAN19 – building fee added to tender – 40% Brockton; CDCF – 60%. Complete

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88	G. Lippert	Revise public campaign letter and send to J. Lang who will discuss concerns with S. Watson.	ASAP	09JAN19 – Revised letter to J. Lang. S. Watson permitted Cargill logo top of letter & Brockton on bottom. Complete.
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For Action 62, G. Lippert provided Bruce Power committed funding to local hospital foundations.

**7. New Business**

B. Dales suggested the CDCF plan for managing new addition – setting fees, review open year-round; snow removal, etc. **ACTION 92:** G. Lippert to contact M. Wilhelm to add to upcoming CDCF meeting agenda.

**8. Next Meeting**

The next meeting was scheduled for **Wednesday, March 13, 2019** at 7:00 pm at the Cargill Community Centre. Entrance Meeting adjourned at 8:25 pm.