

ELMWOOD COMMUNITY CENTRE BOARD MEETING MINUTES

Tuesday, November 3, 2020 at 7:00 p.m.
Online Zoom

PRESENT: Dale Ahrens, Dean Leifso, Alicia DeVisser, Hazel Pratt - Paige, Michael Sugden, Beth Hamilton, Ernie Falkiner (arrived mid-meeting)

STAFF: Patsy Becker
Linda Thompson (arrived mid-meeting)

GUESTS: Mayor Christine Robinson, West Grey

REGRETS: Steve Lehman - Caretaker
Mark Coleman - Director of Community Services, Brockton
Kodey Hewlett - Recreation Supervisor, West Grey

1. Call to Order

2. Approval of Agenda

Motion: Moved by D. Leifso Seconded by H. Pratt
Add to Business Arising – flower beds
That the November 3, 2020 agenda be adopted as amended.

Carried

3. Declaration of Pecuniary Interest (direct or indirect) – none

4. Approval of Previous Meeting Minutes

Motion: Moved by H. Pratt Seconded by M. Sugden
Revise header to reflect “online zoom meeting”
That the amended minutes from the October 6, 2020 meeting be approved.

Carried

5. Treasurer’s Report

- Bank Balance as of September 2020 was \$26,606.11

Motion: Moved by A. DeVisser Seconded by H. Pratt
To accept the September Financial Statements as presented.

Carried

6. Business Arising from the Previous Meeting

Flowerbeds

- Elmwood Chamber of Commerce are offering a donation of \$300.00, mulch, peat and volunteer time for improving the front flower beds
- Last weekend volunteers prepared the front gardens and they are now ready for planting emerald cedars in the spring

Safe Restart Funding

- Municipalities received Safe Restart funding for COVID related expenses and revenue shortfalls
- West Grey and Brockton Directors of Finance advise that should Elmwood Community Centre have a budget shortfall this year and/or a projected deficit for 2021 due to COVID, then the Board may choose to approach councils and request Safe Restart Funding
- Elmwood Community Centre is tracking lost revenue and new COVID related expenditures
- The Board has taken measures to reduce expenditures for 2020
- The Board is seeking clarification regarding future grant opportunities – Beth has asked Kodey and he will be speaking with the West Grey Director of Finance for clarification.
- Dean noted that there is new COVID funding for shovel ready projects

Operating Budget

- Expenses:
 - o Ball diamond requires additional maintenance to address safety concerns
 - o Add an expense line for COVID: increased cleaning time; new requirement to monitor events; additional cleaning supplies & PPE
 - o Need to estimate bookings and number of staff hours to monitor events
 - o Keep maintenance budget at 2020 levels
 - o Change “Kitchen Renovations” to “Kitchen Loan Repayment”
- Revenues
 - o Expecting reduced bookings in 2021
 - o Municipal contributions – maintain at 2020 levels
 - o Donations – anticipate lower due to decreased ability for community groups to raise funds
 - o Change “Kitchen Payment” to “Elmwood Chamber Contribution”
 - o Add a revenue line for COVID: Safe Restart Funding request

The operating budget will be revised and will be presented at the Dec 1, 2020 meeting

Capital Budget

- Reviewed potential capital projects and rationale

Motion: D. Leifso

Seconded by: B. Hamilton

That Elmwood Community Centre Board request capital funding from municipal councils' for presentation technology (\$7,000), pavilion updates (\$9,000), and electrostatic/fogging machine (\$1,200).

Carried

7. New Business

Budget Presentation

- Prepare a cover letter to accompany the budget which includes COVID 2020 impacts, how the Board has worked to reduce expenditures, and COVID related statistics

Christmas Tree Lighting

- November 22nd – 4:00-4:30pm – all outside – Dale will circulate an invite to municipalities

8. Ongoing Business

Financing Agreement

- Elmwood Chamber of Commerce has raised \$5,000 to be donated to Elmwood Community Centre for the kitchen loan repayment with Brockton
- Dale has a delegation booked for Nov 10th at Brockton Council to discuss internal financing for the balance of the kitchen renovation loan

9. Next Meeting Date – Tuesday, December 1, 2020 at 7:00 pm (zoom)

10. Adjournment

Motion: Moved by A. DeVisser
That the ECCB meeting be adjourned.

Seconded by H. Pratt

Carried