

Attendees in -person: Shawn Hermans, Kili, Amanda, Ishmail, Kevin & Sharon

Attendees on-line: Jeremiah, Nimisha, Maricus (joined at 7:55PM);

Councillor Juanita (joined at 8:30 PM)

Kili C. stepped out of the room at 8:37PM

Regrets: Alia Khan & Ernesto

(1) **Call to order:** 7:33 PM February 25, 2025 at the Aanin community centre - Room C

(2) **Roll Call:** (noted above)

(3) **Minutes from the last meeting - Approved**

- Minor Correction to the minutes → item number D, section 6 re: bringing the bell back to BGCC. - This action item can be removed as it is not applicable.
- Motion to approve: Kevin; Seconded by Nimisha

(4) **Open Issues:**

a) **Financial update:**

- i. Current Balance Chequing account \$8,846.13
- ii. Balance for GIC \$30,997.00
- iii. Bank Statements are loaded onto the shared drive. **Action:** Maricus to send the link to the drive to Sharon so that it can be included with the minutes)
- iv. Grant received from the City of Markham for \$3,750.00; [\$3,000 is from 2023, and \$750.00 is from 2024]

b) **Rental Manager Update:**

- i. The Rental manager's key was supposed to be turned over this week but since the replacement candidate has not been identified, Danny & Shahab have agreed to stay on until we have a replacement confirmed. → Vote made to give an increase of an extra \$200 for the rental manager for the month of March 2025 (includes handover & training to new rental manager); **Motion Carried.**
  - **Action:** Jeremiah will send an email to Danny about the increase & the ending of their contract
- ii. Three resumes received for the Rental manager role & Interviews will be slated to commence next week. Guidance from Shawn is that the resumes do not need to be shared with the board, but 2-3 Board members should participate in the interviews. (Interviewers: Jeremiah, Kevin, & Amanda)
- iii. Rental Manager salary discussion: Jeremiah spoke to the city and stated that the salary decision is made by the Board. The Rental manager would be hired as a 3<sup>rd</sup> party and the resource would need to submit an invoice and the HST, to the Board. We will pay full salary (incl. HST) and the BGCC will claim the HST with the City. Proposed salary is: \$1,327.43 + 172.57 (HST) = \$1,500.00 CAD Monthly salary. **Motion Carried re: Salary.** Ishmail raised a request about splitting the Rental manager role but after a healthy discussion (along with Amanda & Kevin), the decision amongst the board is to hire the rental manager and monitor progress.
- iv. Thank you email to Shahab. **Action:** Jeremiah will send this email and copy the Board members.

**c) Cleaning Update**

- i. Quote for scents **Action:** To be discussed at the next meeting.
- ii. Deep clean quotes: Due to a complaint received re: the cleanliness of the BGCC washroom, a deep clean was ordered for the full community centre and \$350.00 spent to hire the company Pro Fine Shine The board decided that a deep clean should be done bi-monthly (Mid month & end of month) **Motion Carried. Action:** Jeremiah will send an email to the company re: this request.
- iii. Conversation with Raja - **Action:** Jeremiah to speak to Raja to review the checklist to ensure that he is set up for success to fulfill his role.
- iv. Alcohol protocol + security: As long as we are taking the mandatory (minimum) 20% security deposit, and if we need to add extra protection for the centre, they are good with this. Propose to have \$250.00 additional security deposit if the rental of the BGCC includes serving alcohol – which was agreed to in the last meeting. Note: the alcohol permit must be posted in the building to prove that they have a licence during the use of the BGCC; if they service alcohol without the permit, the Rental manager will reach out to the police.  
**Action:** Kevin & Nimisha to work on a Stamp to be made.

**d) Chair updates:**

- i. Board to think of some ideas to have a Spring event with the Boxgrove community (sometime in May 2025 - June 2025)

**e) Updates re: the BGCC Elections (Shawn H.)**

- i. Chair - Jeremiah Vijey
- ii. Vice Chair - Nimisha Patel
- iii. Secretary - Sharon Gabriel
- iv. Treasurer - Marcus Bansavator

**f) Councillor Juanita Nathan**

- i. There is an Impact fund for Boxgrove, and the location of the funds are currently unknown. This is related to bringing the bell back to the BGCC. **Action:** This is to be further discussed at the next meeting

**Next Meeting:** Tuesday, April 8, 2025

**Meeting adjourned:** 8:43 PM ET, Feb. 25, 2025 (Adjourned by Councillor Nathan; Seconded by Ishmail)