

**Markham Train Station Community Centre
Board of Management Meeting.
Minutes – January 9, 2020.**

Present: Dianne More, Kugan Subramaniam, Ken Rudy, Allan Stevenson (Station Master), Adriano Tabucco (City of Markham), Linaire Armstrong, Donna Wigmore.

Guests: Wayne Moss, Ina Armstrong.

Regrets: Mari Lin Van Zetten, Kathy Hardy, Annette Ali, Sency Gomes, Karen Rea (Ward 4 Councillor). , Andrew Fuyarchuk, Serena Etcheverry

Minutes:

Action:

Called to Order 7:09 PM: By Dianne.

Quorum: Yes.

1. **Approval of Agenda:** Motion to approve as amended by Donna, seconded by Kugan. Carried.
2. **Approval of Minutes:** held November 14, 2019, as amended, moved by Kugan, seconded by Donna. Carried.
3. **Business Arising:** No Business Arising.
4. **Station Management – Allan Stevenson**

4.1 Total rent collected in November, 2019	\$3337	YTD 2019 \$25215
		YTD 2018 \$25944

Breakdown of rent collected:

JKA	\$480	Karate	Regular renter
Gail Sauer	196	Meeting	Regular renter
Jordan Chong	136	Yoga	Regular renter
Laura Romanese	413	Shower	Web
Stephanie Macmillan	175	Shower	Previous renter
Benny Chu	135	Party	Referral
Linda McIntosh	144	Art show	Referral
Bernadette Bravo	175	Party	Previous renter
Stu Hawkins	54	Party	Previous renter
Jennifer Cvetkovski	472	Xmas market	Referral
Elizabeth Pepe	332	Party	Referral
Jennifer Tryon	182	Workshop	Referral
Emil Gnanapragasam	443	Birthday	Web

21 Tentative bookings December 8, January 6, February 4, March 3.

29 Telephone calls Previous renters 2, Web 8, Referrals 16, No return call 3.

4.2 Total rent collected in December	\$1339	YTD 2019 \$26554
		YTD 2018 \$28445

2019 - \$1891X (See recap)

Breakdown of rent collected:

JKA	\$384	Karate	Regular renter
Kimberley Tang	227	Shower	Web
Carrie Brookes	135	Party	Previous renter
Teresa Mo	15	Shower	City staff
Kimberly Budd	135	Shower	Web
Marie Crouch	135	Birthday	Referral
Jordan Chung	135	Yoga	Regular renter
Pauline Barnard	173	Party	Previous renter

14 Tentative bookings January 6, February 4, March 3, April 1.

12 Telephone calls Previous renters 4, Web 2, Referrals 4, No return call 2.

4.3 Recap 2018 vs 2019: See addendum 1.

5. Station Management & Improvements: 5.1 Ken, Storm window broken December 23, 2019 east side by door. Cost to repair: With tempered glass: \$210 plus HST= \$237.30.

5.2 Crawl space still wet: Contact Asset Management for solution. **Ken**

5.3 Hardwood Flooring: To be reviewed at MVC Meeting, Whitepine quote \$4900.00 plus HST (\$5537.00) for refinishing.

5.4 Repairs: Vestibule wall repair, completed by City, not up to standard. Tap men's wash room repaired. Doors and dimmer switch Emery Room repaired.

5.5 Exterior Wall SW corner platform denotation of package Dec. 30, 2018 - repaired.

6. New Business: 6.1 Erika Stevenson's Mother: passed away in December. Condolences to Erika and Allan. Flowers to be sent, recommend Kates Garden. **Ken**

7. Adjournment: Motion to adjourn moved by Donna, seconded by Kugan: Carried 7:25 PM.

Next Meetings: Thursday February 13, 2020.

Addendum 1.

Markham Village Conservancy / Markham Train Station

2018	2019
Rental Revenue: \$28445.00.	\$26554.00.
Expenses:	
Rental –Bfl Ins/Socan - \$4342.59	\$3825.85
Stationmaster Draw - \$5400.00	\$5400.00
Bell Telephone - \$1183.04	\$971.49

Insurance MVC -	\$905.04	\$905.04
Accounting MVC -	\$1412.50	\$1469.00
Website -	\$161.92	\$153.31
Plaque Program -	\$11503.86	\$82.55
Christmas-	\$671.50	\$475.66
Misc. -	\$843.00	\$2461.96
Capital Expenditures-	\$7803.06	\$7186.80
Total -	\$34226.51	\$22931.66
	\$5781.51 X	\$3622.34 +

Capital Expenditures-

Tables	\$1459.06	
Windows	\$6001.43	\$7186.80
Software	\$342.57	

Addendum 2.

Markham Train Station Meeting: Sameem, Jason, Ken. November 11, 2019.

1. Maintenance:

- Tap men's wash room dripping, Doors – Emery Room hard to close, - Lights flicker on Dimmer switch – Emery Room.

2. Repairs: Paint peeling exterior SE corner. Shingles blowing off the roof. Door Mingay Room South needs repair. Maintenance Room crawl space still wet from flood in spring. Maintenance Room needs clean up and painting. Vestibule – repair of the walls from the water heater leak, not done.
3. Exterior Wall SW corner platform denotation of package Dec. 30, 2018 not repaired.
4. Capital Expenditures:

Flooring Hardwood Year 2020. \$27,000.

Windows Mingay Room and hallway. GO office storms are up, windows need reglazing.

Cupboard and counter Mingay Room.

Interior Painting – 2022.

Washrooms – 2021.

