

Box Grove Community Centre

Meeting Agenda

Monday May 17th, 2021, Time: 7:30pm

Zoom Meeting: 956 5556 7255 Password: 1g@&K25%

Attendees:

Board Members - Jeremiah Vijeyaratnam – Chair

Alia Khan – Recording Secretary

Mike Hannakainen - Treasurer

Nimisha Patel, Ismail Bhayat, Killi Chelliah, YashKapur, Sharon Gabriel

Rental Manager – Shahab Shaikh

City of Markham, Box Grove Liaison – Shawn Hermans

City of Markham, Clerk's Office – Laura Gold, Mary-Jane Courchesne

City of Markham, Asset Management Department - Colby Brygidyr

City of Markham, Ward 7 Councillor – Khalid Usman

Regrets:

Marcus Bansavatar

I. Call to order: 7:35pm

II. Roll call (see above list)

III. Welcome our new members

a) Yash Kapur

b) Marcus Bansavatar

c) Sharon Gabriel

IV. Welcoming back – Nimisha Patel

V. Orientation Presentation (Laura Gold and Mary-Jane)

- Markham Board and Committee Orientation Presentation: covering topics of governance, rules, policies, related to committees in City of Markham.
- Laura will distribute information and resources from presentation to board members via email.

VI. Open Issues:

a) Renovation

- Colby's Update and overview of email
 - Timeline for renovations: submission of building permit for project, tender in next 2 weeks through June, start construction in July into Fall of 2021 (subject to change)
 - Construction will happen through most of the fall season
- New quotes and renovation details
 - excavating around the building, installing new waterproof system
 - new ramp and doorway on west side of the building to replace current one that do not meet guidelines
 - washrooms will be renovated to meet universal rules and second washroom will be fit with family amenities
 - replace most fixtures to touchless (light switches, handsfree devices in kitchen and washrooms), but City waiting to see if they get grant
 - City has an amount for the budget (approx. \$150,000), but will have to wait till tender closes to have a confirmed number
 - Other renovations outside of what Colby has looked into that Board has asked for (painting, storage rooms) -> Colby suggesting that we should hold off until life cycle of centre comes up (in 2-3 years) and then these items will be covered by the City instead of Board covering the costs
 - Colby asked if Board wants to pursue the removal of wall between pantry and kitchen, considering the cost that Board will have to cover, Usman suggested that Board put together a committee that can discuss these things and make a decision

- **Action: Jeremiah will organize Renovation Committee of members from Board to oversee these issues and tasks**
- Questions for Colby
 - Nimisha – can we do anything about the shelving in the storage rooms? They aren't useable right now. Can we make it functional?
 - Colby checked and confirmed nothing in next few years in life cycle regarding shelving.
 - **Action: Colby will talk to Khawaja Waker to see if there are any remedies that can be done now.**
 - Jeremiah – flooring for hall will be a cost for Board to change/fix, would the City pitch in for paying for it to be repaired/replaced after renovations?
 - Colby said it might be better for Board to get three quotes if we want to do a job like that because the contractor City is using will add their fees and it won't be worth it
 - Shawn asked if Rental Manager would have access to the center when construction is happening?
 - Yes, he will have access to come by and check on the things at the centre. They will make sure Shahab has PPE (safety hat, boots, etc.).
 - **Action: Colby will be in touch in about a month regarding permit, tender, schedule of construction.**
 - **Action: Jeremiah will send email to new members with information about construction/renovation.**

b) Financial Update (Mike)

- \$24,888 current balance
- Expenses are utility bills, rental manager salary
- Average amount going out of account monthly is \$1200 (\$1000 – Shahab, \$200 – utilities)
- Need to consider renovation costs in terms of what we move forward with and what we hold off on

- The GIC has been renewed for 1 more year, we have the ability to withdraw as of Feb 2022, GIC currently has over \$24,000

c) Rental manager Update (Shahab)

- Sump Pump Replacement
 - On Sat April 24th the basement was flooded and the sump pump wasn't working
 - Called plumbing and electric company to check the problem
 - Khawaja Waker was emailed and said not to call anyone else and waited for City staff to come and fix it, City staff installed new pump and everything was fixed
 - On May 6th after heavy rain, the pump failed again and there was more flooding, Khawaja Waker said it was a plumbing issue
 - Plumber was called and found the problem and now everything is ok, no cost to centre, City paid for it

d) Update from Chair (Jeremiah)

- Thank you to Shawn for all your help

VII. New business

- Nimisha's community announcements:
 - Box Grove Cares has joined Walk with MSH Foundation, Board members are encouraged to join the Box Grove team, see sign up link on BGC FB page
 - Community donation, see BGC FB page for signup sheet
 - Participation House (group home) near MSH needs arts and crafts supplies, if you have any to donate, please contact BGC (Alia, Nimisha, Shahab)
 - BGCC possible location for 2nd vaccine pop-up clinic, Nimisha will let Councillor Usman know when that opportunity arises

VIII. Adjournment:

Next meeting = June 21, 2021, time TBD

Mike motion to end at 9:21, seconded by Sharon