

Box Grove Community Centre Board Meeting

June 27, 2022 @ 7:30 PM in person at the BoxGrove Community Centre

In-person Attendees: Jeremiah, Nimisha, Shahab, Shawn, & Sharon

Zoom attendees: Ismail, Alia

Regrets: Marcius, Councilor Khalid Usman, Killi

- Jeremiah called the meeting to order and started at 7:48 PM on Monday, June 27, 2022
- Sharon motioned to approve the minutes from May 9, 2022. Seconded by Nimisha Patel

Financials updates

- We do not have \$7,400.00 in our regular chequing account to pay the to pay the City of Markham invoice 32964. Team discussed the need to cash out the GIC (currently at Scotiabank). Full amount to be withdrawn and will be held in the chequing account.

Action:

- Jeremiah and Shahab to go to Scotiabank and add Marcius onto the account and make the withdrawal.
- Following the withdrawal, Marcius to present the Board with investment opportunities
- **Previous Action (pending):** For Future meetings, Marcius (Treasure) to provide a financial report at each Box Grove Community Centre Board Meeting (once completed to be shared with the Board prior to the meeting)
- **Previous Action:** Jeremiah to send the pre-covid receipts to Marcius (payment for website renewal, gift for Shahab). This was documented in the Nov 2021 minutes. Marcius to arrange payment to Nimisha (Jeremiah to remind Marcius)
- The current balance in the TD Chequing account is \$4,737.27

Revenue Update

- Month of May 2022: Shahab confirmed that the revenue was \$5,498.20
- June \$3,696.00 (as of June 27, 2022)
- July 2022: 13 Events booked
- August 2022: 5 events booked
- September 2022: 4 events booked

BGCC Landline Phone Request (Business Case)

- Shawn checked with the IT Department they stated that we need to submit a business case to request a landline phone at the centre. This business case should be submitted to the area manager who will in turn share it with their IT Department

Actions:

1. Jeremiah to draft the Business case by June 28, 2022, for the committees' review. Note: Community partnerships Address these requests to the City of Markham
2. Kili to attain other quotations for internet & phone services (due by Thurs. May 12, 2022). Decision to be made via a Google form by the Board

- Business case should include the following details:
 - Background information re: the community centre
 - Why we want the city to provide internet services & a landline (i.e. benefits, leveraging city's current resources, plan,
 - The benefit of providing quality rental facility and remain as a competitive rental space.
 - Give board members an opportunity to attend via Zoom, and ease booking processes.
 - We require this funding as we are currently financially burdened with the closure of the centre during the pandemic & renovations. Support Senior citizen residents within the community
 - Challenges: Board rotates every two years, and this would help with creating consistency

- Website launch: Shahab mentioned that there is an issue with the website
 - **Action:** Jeremiah, Nimisha and Ismail will discuss renewing the website access (Expired July 8, 2021) To be renewed on Jeremiah's card
 - Boxgrovecc.ca
 - Boxgrove.com

Community Centre Re-opening updates

- Potential renters are coming in and asking for Internet access (Senior's program starting soon, and approx. 7 functions booked)
- Shahab has received the first quotation for Internet Services from Bell for \$94.98 per month: Includes phone line, internet, voice mail for a 3-year contract with a \$200 welcome credit (Shahab has sent details via email to the BGCC Board members)

Previous Actions (open)

1. Shawn to get pricing for other rental centers based on square footage with capacity and find other comparable rental (Email was received)
2. Jeremiah sent out the Cedergrove. community center rental rates to Marcius. Previously, Marcius was to come up with some rates and share with the board (**pending**)
3. Board members to vote on the rates – but this is pending until (2) is provided
4. Previous action re: Reopening of the BGCC was incomplete.
 - **Update & Action:** Nimisha to send a notice to Shawn re: the reopening of the BGCC: "The newly renovated Boxgrove Community Centre is now open for all rental needs for Baby & Bridal showers, weddings and many more events. Telephone:.905-472-2720)

Boxgrove Community Centre – Rental Update

- Shawn has followed up numerous times with Capital assets for Security cameras. Meeting was booked pre-covid, and due to covid, it didn't happen. Subsequently, construction was taking place, and no action to discuss this.

Action: Shawn to discuss recommendations (where the Camera will be stored, etc.) & for the board

- There was an ask for Food warmers to be provided at the community Centre. We have discussed this in the past, and this is not doable at the Centre
- Seniors have requested a 3-hour booking for Yoga every Monday from 5 PM – 8 PM. They would like to do a pilot for this for three months

Actions:

(1) Shahab to speak to the Boxgrove seniors re: pricing at \$90 per week (1 day for 3 hours)

(2) Parking Lot: Shawn to speak to Operations re: the parking lot lines

(3) Shahab has requested Extra Keys for the BGCC Front door: Shawn to follow up with the Key company for keys

The MMA meets on ever Tuesday 9pm – 12 midnight. IF there is no booking; Fridays booking needs to be as noted below. Need to write the contract for MMA. Usual Discussing MMA rates.

Ismail has to excuse himself due to conflict of interest.

- Summer 1 PM – 3 PM
- Winter 12 – 2 PM
- The Board discussed the following options and the following two are proposed. Shahab to present to the MMA group:
 - \$500 per month if they choose to use the hall on Fridays (No guarantee to get the hall on Friday's if it has been booked)
 - \$400 Flat fee per month (5 hours per week). If they want to use Friday night, and if the hall is available, it is \$20 per hour.
 - **The board came to a consensus on the above rates.**
 - Based on the conversation between Shahab and MMA, these rates will apply retroactively from the opening of the re-opening of BGCC (May 2022)
 - Jeremiah brought Ismail back to the meeting at 9 PM
- A party including Alcohol caused damage to a glass – and renters will compensate the damages (Shahab is in contact with the renting party). Shahab has received three quotes but will proceed with the city contractors for \$185 + Tax.
- The rates are specific to these users because they are recurring users
- Human endeavors have signed a contract to rent the BGCC and Shahab is currently waiting for their Finance lead to send them the cheque

❖ Meeting adjourned by & seconded by Killi at 9:02 PM on June 27, 2022

❖ **Next Meeting:** September 2022 in person at the Boxgrove Community Centre (TBC)