

Box Grove Community Centre

Meeting Agenda

Date: Monday, October 15, 2024, 7:00pm

Meeting Location: 7651 Ninth Line

Type of Meeting: Board Member Meeting

Facilitator: Jeremiah Vijey

1. Call to order (1 min)
 - 7:25pm call to order

2. Roll Call (1 min)

In Attendance:

Jeremiah Vijey – Board Chair

Shawn Hermans – City Liaison

Juanita Nathan – Councillor (7:48pm arrival)

Danny Shaikh – Rental Manager

Marcus Bansavatar – Treasurer (8:45pm departure)

Alia Khan – Recording Secretary

Nimisha Patel

Killi Chelliah

Ismail Bhayat

Sharon Gabriel (8:35pm departure)

3. Approve minutes from last meeting
 - Last meeting minutes approval motioned by Nimisha; approved

4. Open Issues

- a) Reopening of BGCC

- Many inquiries from residents regarding rentals
- Oct 7, 2024 official opening day of community centre
- All groups are back and parties are being booked again
- Now booking into Jan 2025
- New fridge and microwave were purchased; microwave not working, new one to be needed
- Send Thank You cards (e-cards) to reps at City that helped Board during closure
 - **Action:** Nimisha to send e-cards to Shawn, Anthony, Leslie, Jason

b) Financial Update

- July 31, 2024 balance = \$38,000.00
- October 15, 2024 balance = \$30,458.16 in investment account, \$5355.82 in chequing account
- Expenses included management fees, utilities, etc.
- Expenses report sent to City, no response yet
 - City needs financial statements
 - Board's statements need to be itemized with each deposit/expense indicated
 - **Action:** Marcius to export financial document to Jeremiah
 - **Action:** Jeremiah to add financial document to minutes and send to City (Shawn)
 - **Action:** Shawn to forward to Laura Gold
- Payouts to Nimisha have been made
- Jeremiah has given \$250 gift card to rental managers

c) Rental Manager Update

- Community centre opened on October 7, 2024
- Work complete: painted lobby and back room, fridge and microwave delivered, microwave needs to be changed
- First rental occurred on October 12, 2024 → many requests made and now booking into January 2025
- Many renters asking for bookings at odd times instead of during set time slots → how to deal with this?
 - Jeremiah suggested have a template of hours for reference
 - Nimisha suggested to use discretion depending on nature of rental, before/after availability
 - Shawn suggested offering renters longer rental times to accommodate (8 hours package)
- Cleaner's (Raja) contract is renewed; he has WSIB
 - BGCC's insurance has increased (BFL Insurance Co)
- In last meeting before fire, there was discussion about increase in rental manager's rate of pay → Nimisha asked if anything had been decided
 - Jeremiah explained that current rate is not subject to tax payments (CPP, etc.); if rate is increased, there will be taxed; may not be worth it to increase rate because it may reduce total amount of net income
 - Nimisha made suggestion about idea of a bonus if pay increase not an option
 - **Action:** Jeremiah will speak with City about options and suggestions

- Sharon asked about WIFI access for renters → Jeremiah said Board will consider it because service fees are increasing as well
- Jeremiah stated that security camera signs have been installed, but cameras have not been → Shawn said equipment (cameras, spotlight, motion detector) is in but needs to be installed by City

d) Chair Remarks

- Mandatory Accessibility Training (city mandate)
 - Accessibility training to be done by end of the week
 - **Action:** Jeremiah will send to whole Board
 - **Action:** Board members that have not completed the training must do

- Reopening / Rates

- Nimisha provided info regarding rates:

<i>Re-occurring Renters</i>	
<i>Group 1</i>	<i>\$3/hour</i>
<i>Group 2</i>	<i>\$16/hour</i>
<i>Group 3</i>	<i>\$23/hour</i>
<i>Group 4</i>	<i>\$16/hour</i>
<i>Group 5</i>	<i>\$15/hour</i>

- There are discrepancies between rates of groups and storage usage
 - Nimisha asked about rates in scenarios for non-profit, charity, community groups or weekday rentals → is there a discounted rate?
 - Board discussed and agreed that non-busy slot rentals and groups named above should have discounted rate (example: \$25/hour rental fee on an available weeknight); Board unanimously agreed this is ok and better than leaving community centre unrented
 - Board needs to discuss the rates and how to close the gap and also about 50% discount to regular renters, non-profit, charities, etc.
 - **Action:** Shawn suggested that Danny create a matrix of times/groups and Board discuss in next meeting
- Nimisha suggested Board should invest in round tables
 - Cost for 5' table is \$283 or \$255 depending on style form Uline
 - 15 tables would manage 8 people per table
 - Motion to buy 12 round tables for CC at total cost of \$3457.80 → Board voted yes unanimously

- **Action:** *Nimisha will order tables from Uline*
- *Killi put forth request of Markham Tamil group for morning yoga classes on weekend*
 - **Action:** *Jeremiah will speak with Church group about timings*
 - **Action:** *Killi will ask group if there is another day that is suitable*
- Christmas celebration
 - *May be scheduled for January 2025*
 - **Action:** *Board will discuss at next meeting*

5. New Business (10 Mins)

- *Jeremiah raised issue about excessive alcohol use at some parties at CC*
- *Suggestion was made that if renters want to serve alcohol, then they must hire or pay for a security guard*
- **Action:** *Board will discuss at next meeting*