

Markham Train Station Community Centre

Board of Management

Minutes of Meeting September 8, 2016.

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

Guests:

Regrets: Mathew Harris, Karen Harris, Mari Lin Van Zetten, Annette Ali.

Minutes:

Action:

Called to Order 7:30 PM: By Dianne.

1.0 Approval of Agenda: Motion to approve by Kugan, seconded by Donna. Carried.

2.0 Approval of Minutes: held June 9, 2016, as amended, moved by Linaire, seconded by Kugan. Carried.

3.0 Business Arising: 4.1.2 Keys for Public Washrooms. Keys cut and distributed to GO, Allan and 1 in the Electrical Room.

5.2 Touch up Exterior: The Asset Department of Markham now states that the schedule for painting the Exterior of the Train Station is 2018. Quote for September Meeting.

6.1 Heart Defibulator: City of Markham, Asset Department referred to Portia Lee, GO no answer to splitting the cost (\$1371.82) 3 ways. (\$457.28 each). Defer to September Meeting.

4.0 Station Management – Allan Stevenson: Bookings update:

4.1.1 June 1 – 30, 2016.

Total Rent Collected This Period –	\$1989	Year to date 2016	\$12635
		Year to date 2015	\$11926

Breakdown of rent collected:

Karate	\$864	Reg
Shower	247	Ref
Shower	373	Ref
Party	134	Web
Meeting	62	Prev renter
Party	175	Web
Party	134	Ref

13 Future tentative bookings: Jul 2, Aug 6, Sep 3, Oct 1, Dec 1.

17 Calls rec'd this period: Prev.renters 3, Web 2, Ref 7, City staff 1, Saw sign 1, did not ret call 3.

4.1.2 July 1 – 31, 2016.

Total Rent Collected This Period –	\$1497	Year to date 2016	\$14131
		Year to date 2015	\$13580

Breakdown of rent collected:

Karate	\$768	Reg
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Party	14	City staff
Wedding	195	Ref.
Party	293	Ref.
Party	227	Ref.

8 Future tentative bookings: Aug 1, Sep 6, Oct 1.

19 Calls rec'd this period: Web 6, Ref 9, did not ret calls 4.

4.1.3 August 1 – 31, 2016.

Total Rent Collected This Period –	\$2284	Year to date 2016	\$16415
		Year to date 2015	\$14957

Breakdown of rent collected:

Karate	\$640	Reg
Shower	292	Prev Renter
Birthday	412	Referral
Film Shoot	201	Web
Birthday	255	Web
Shower	175	Referral
Birthday	135	Referral
Birthday	174	Web

17 Future tentative bookings: Sep 5, Oct 7, Nov 3, Mar 2.

33 Calls rec'd this period: Web 14, Ref 10, did not ret calls 3, Previous 5, Sign 1.

4.1.3 GO garbage disposal after an Event: After a couple of events in June and July the garbage bags were not disposed of properly. Left on the platform or stuffed into GO's receptacles. Cake etc dumped on the parking lot after an event. Public at large drive up and dump bags. To be reviewed.

5.0 Station Management & Improvements:

5.1 Improvements update:

- New Furnace: No date of installation. Fall. Will contact.

Ken.

5.2 Correspondence with Asset Management – Station Maintenance:

5.3 Hardwood Flooring: City Asset Department; "According to the current MOU, this is a scope for the Board. This item requires further discussion to clarify roles and responsibilities between GO, Board and the City of Markham." Deferred to September.

6.0 New Business:

6.1 Painting of the Washrooms: The washrooms were not painted with the interior in 2015 as the Asset Dept. referred the washrooms a scope for the Board. Defer to September Meeting.

Ken.

6.2 MVC to discuss changing the Meeting day to second Wednesday of the Month.

7.0 Adjournment: Motion to adjourn; Moved by Kugan, Seconded by Linaire. Carried. 7:55 PM.

Next Meeting: Wednesday October 12, 2016 Markham Train Station 7 PM.