

Markham Train Station Community Centre

Board of Management

Minutes of Meeting June 11th, 2015.

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

Guests: Wayne Moss, Ina Campbell, Theo Rothe,

Regrets Mathew Harris, Annette Ali.

Minutes:

Action:

Called to Order 7:17 PM: By Ken.

1.0 Approval of Agenda: Motion to approve by Linaire, seconded by Mari Lin. Carried.

2.0 Approval of Minutes: held May 21, 2015, as amended, moved by Linaire, seconded by Donna. Carried.

3.0 Business Arising: 5.2.1 Floor Mats: Have not been picked up and replaced for the past couple months. Very dirty. Chris will check with the City. **Chris**

4.0 Station Management – Allan Stevenson: Bookings update:

4.1.1 May 1 – May31, 2015:

Total rent collected this period \$1931

Year to date 2015 \$10013

“ “ “ 2014 \$7608

Breakdown of rent collected:

JKA	\$512	Karate	Reg renter
Harvey Meek	264	Meeting	“ “
Gail Koidis	292	Party	Previous renter
Jessica Allison	135	Birthday	Previous renter
Sandra Pazzienza	161	Workshop	Lives nearby
Laura Hughes	135	Shower	Web
Regina Philippillai	175	Birthday	Previous renter
Shaila Ishag	135	“	Web
Rick Glencross	122	Meeting	Referral

17 Future tentative bookings: 5 in Jun, 4 in Jul, 5 in Aug, 3 in Sep.

24 Calls rec'd: 5 referrals, 9 from the web, 2 previous renters, 6 did not return my calls, 2 live nearby.

4.1.2 Keys for Maintenance Room: 8 delivered to Allan for distribution to Renters. The Lock was replaced by the City because it was defective.

5.0 Station Management & Improvements:

5.1 Cards for advertising: On going.

5.2 Go Improvements update: Robertson Fire; no monthly check done on the fire alarm and emergency lighting in May at the Markham Train Station. Check with Asset Dept: **Ken.**

5.2.1 Go Improvements: Floor Mats: See 3.0.

6.0 New Business:

6.1 Hallway and front entrance: Donna; as the hallway and front entrance requires painting to protect the wall board wainscoting board should be installed to match the Heritage look in the Mingay and Emery Rooms.

Motion: moved by Linaire, seconded by Kugan that the Board request funds from Markham Village Conservancy to install wainscoting board in the hallway and front entrance and replace the south door in the Mingay Room. Carried.

6.2 Roof repair: Completed June 11th by the City. PNR provided a track safety lesson and a flag man for the repair.

6.3 Roof and Chimney: The rest of the roof has a few shingles missing and loose. Check with the City Asset Dept. if an inspection has been done on the roof. The chimney is showing mortar falling out and a few bricks missing. **Ken.**

6.4 Floor board in the Mingay Room: The floor board in the Mingay Room has a few deep cracks particularly by the table storage area and in front of the refrigerator. Contact the Asset Dept. **Ken.**

7.0 Adjournment: Motion to adjourn Moved by Karen, Seconded by Linaire. Carried. 7:58 PM.

Next Meeting: Thursday September 10th, 2015.

Markham Train Station 7 PM.