

## **Markham Train Station Community Centre**

### **Board of Management**

#### **Minutes of Meeting Thursday, October 9, 2014.**

**Present:** Dianne More, Dorothy Gilbert, Donna Wigmore, Ina Campbell, Ken Rudy, Theo Rothe, Mari Lin Van Zetten, Alex Giammarco (City of Markham), Allan Stevenson (Station Master),

**Guest:** Elizabeth Plashke.

**Regrets:** Annette Ali, Mathew Harris, Karen Harris, Linaire Armstrong

#### **Minutes:**

#### **Action:**

**Called to Order 7:05 PM:** By Dianne.

**1.0 Approval of Agenda:** Motion to approve by Ina, seconded by Dorothy. Carried.

**2.0 Approval of Minutes:** **Approval of** Minutes of Meeting held September 11, 2014, as amended, moved by Donna, seconded by Dorothy. Carried.

**3.0 Business Arising: Maintenance:** No response from City of Markham Asset Department.

1. Roof: wooden shingles have blown off a section on the NW corner.
2. Windows, exterior frame peeling paint east side.
3. Registers - need to be replaced. (Should be able to withstand salt corrosion.)

Size Qty. Room.

Size 51/2" X 151/2" - 7 (Emery Room)

" 51/2" X 131/4" - 4 (Hall way)

" 51/4" X 111/4" - 3 (wash rooms & maintenance room)

" 73/4" X 113/4" - 7 (Mingay Room)

4. Windows need to be cleaned.
5. The interior of the Train Station very dusty.
6. Vents and duct work need to be cleaned,

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**5.4 Pan – Am Games Ambassadors:** Keys (2 sets) returned to MVC. Ken.

**4.0 Station Management – Allan Stevenson:** Bookings update:

**September 1 –September 30, 2014:**

**Total rent collected this period – \$1,890. Year to date 2014 \$13,115.**

**Year to date 2013 \$14,897.**

**Breakdown of rent collected:**

JKA	\$224	Karate	Regular renter
Harvey Meek	\$264	Choir	" "
Felicity Chan	\$354	Party	Web.
Debbie Powell	\$135	Shower	Referral.
Karen Rea	\$135	Meeting	"
Kerry McRorie	\$452	Sale Art	"
Kate Vandeloo	\$327	Shower	Previous renter.

16 Future tentative bookings not yet paid for: 4 in Oct, 6 in Nov, 3 in Dec, 1 in Jan 2015, 1 in June 2015, and 1 in Oct 2015. Referrals, 1 previous renter

21 calls received this period: 6 from the Web, 12 referrals, 1 previous renter, and 2 did not return my calls.

**4.1 Socan and Sound Music Fees:** Contact City how Fees are collected for Socan and Sound Music. **Allan.**

## **5.0 Station Management & Improvements:**

**5.1 Cards for advertising:** On going.

**5.2 Station Fire Regulations:** All systems in good working order, inspection done by Robertson Fire on September 24, 2014 S/R # 027889.

**5.3 Go Improvements:** On going. New Platform scheduled for opening mid-October.

**5.4 Keys from Pan Am Ambassadors:** Keys returned to Ken.

**5.5 GO Signs in parking lot in front of Station:** At each parking space, post signs installed, not of Heritage Standard. Contact Heritage Markham. **Ken.**

**5.6 Emery Room- Sink Wall:** A sign was posted on the Wall in August by GO advertising schedule to the CNE. When removed ripped the plaster off the wall, requires painting. Contact GO. **Ken.**

**5.7 Salt around Train Station:** The salt put on the sidewalks around the Train Station is excessive in the winter causing problems with Heritage Building exterior wood and interior wooden floors.

Maintenance: janitorial service for Markham Train Station. Winter entry mats. Check with City who the Janitorial Service is and who is responsible for the entry mats, **Alex.**

## **6.0 New Business:**

**6.1 City of Markham Representative:** Dianne introduced Alex Giammarco ( Community Facility Supervisor – East Centennial Community Centre) who represent the City of Markham replacing Martha Neely.

Dianne reviewed the background Of Markham Village Conservancy involvement with the Markham Train Station, Lease Agreement with the City of Markham and its involvement with the Markham Train Station Community Centre Board of Management.

**7.0 Adjournment:** Motion to adjourn Moved by Mari Lin, Seconded by Dorothy. Carried. 7: 57 PM.

**Next Meeting: Thursday November 13, 2014.  
Markham Train Station 7 PM.**