

Markham Train Station Community Centre

Board of Management

Minutes of Meeting Thursday, November 6, 2014.

Present: Dianne More, Donna Wigmore, Ina Campbell, Linaire Armstrong, Annette Ali, Ken Rudy, Mari Lin Van Zetten, Alex Giammarco (City of Markham), Allan Stevenson (Station Master),

Guest: Wayne Moss, Kugan Subramaniam.

Regrets Mathew Harris, Karen Harris, Dorothy Gilbert, Theo Rothe

Minutes:

Action:

Called to Order 7:06 PM: By Dianne.

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

2.0 Approval of Minutes: held October 9, 2014, as amended, moved by Ina, seconded by Mari Lin. Carried.

3.0 Business Arising: Maintenance:

1. Roof: wooden shingles have blown off a section on the NW corner. – Friday, Oct. 17, 2014 email from Amaris – will obtain quote for repairs next week.
2. Windows, exterior frame peeling paint east side. (Completed- repainted)
3. Registers - need to be replaced. (Should be able to withstand salt corrosion.) - Replaced.
4. Windows need to be cleaned. Not Done
5. The interior of the Train Station very dusty.
6. Vents and duct work need to be cleaned,

4.1 Socan and Sound Music Fees: Allan reported that the City currently pays for each Satellite Venue, working on a Formula to collect from Renters.

5.5 Go Signs in parking lot in front of Station: letter to be sent to Heritage Markham. **Ken.**

5.6 Emery Room – Sink Wall: Repair carried out by GO.

5.7 Maintenance: Alex: The maintenance is contracted out by the City to Arsenal Cleaning Services Ltd. The mats are maintained by the City of Markham Asset Dept.

4.0 Station Management – Allan Stevenson: Bookings update:

October 1 – October 31, 2014:

Total rent collected this period---\$1836, Year to date 2014, \$14951, Year to date 2013 \$17107

Breakdown of rent collected:

JKA - Regular Renter	\$352	Karate
Harvey Meek – Regular Renter	\$197	Choir
Stacey Floros - Referral	\$ 227	Birthday
Mark Carducci - Referral	\$135	"
David Jacobs – Previous Renter	\$82	Meeting
Jim Seng - City Staff	\$ 15 (Ins.)	Birthday
Lois Lehman - Referral	\$ 174	Party

Harvey Meek - Regular Renter	\$ 330	Choir
Philip Taylor – Lives nearby	\$324	Meeting

10 Future tentative bookings not yet paid for: 5 in Dec, 1 in Jan, 2 in Mar, 1 in Jun, 1 in Oct.

19 calls rec'd this period: 10 referrals, 1 from the Web, 2 city staff, 2 live nearby, 1 saw our sign, 3 did not return my calls.

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 October 15, 2014 S/R #032496.

5.3 Go Improvements New Platform, west side now open. Work continuing on new electrical building. Two new electrical panels to be installed in the Electrical Room.

5.4 Sign: Alex reported the sign bulbs all have been changed. Due to the sign on GO property installing flood lights on the ground not advisable.

Sign platform removed from the Parking lot by the sidewalk by City of Markham.

5.5 Light Fixtures: In the Emery and the Mingay Rooms require cleaning.

5.6 Safe in Emery Room: Requires repositioning. Check with MDHS Shop to find a solution for the platform and crew to move the safe.

Dianne

5.7 Pigeons roosting in the eaves over the entrance to the Emery Room: The City is looking into solution as the messes from the pigeons are being tracked into the Station. The platform is very dirty with droppings.

6.0 New Business:

6.1 Advertising the Rental Rooms: Review web site.

6.2 Christmas Decorations: Should reflect heritage of the past.

7.0 Adjournment: Motion to adjourn Moved by Linaire, Seconded by Mari Lin. Carried. 7: 37 PM.

**Next Meeting: Thursday January 8, 2015.
Markham Train Station 7 PM.**