

BOX GROVE COMMUNITY CENTRE BOARD
Box Grove Community Centre 7651 9th Line, Markham, L6B 1A8
 Minutes of August 11 2014 at 7:30 p.m.

Attendance: Ponniah Balasunderam, Chair, Nishanthan Balasubramaniam, Tahir Khan, Syed Aziz, and Sangeetha Thanayagam,
Staff: Portia Lee
Absent: Kandiah Panchalingam, Deputy Mayor Jack Heath, Andrew Moonilal, and Councillor Logan Kanapathi

Item	Discussion	Action Item
1. Call to Order	Ponniah Balasunderam welcomed members to the seventh Box Grove Community Centre Board (BGCCB) meeting of the year.	
2. Discussion of maintenance position	The board has passed a motion to hire Shahab Shaik as the new maintenance representative for the community centre. Shahab Shaik has met with Caroline Harvey and been given a community centre orientation. Moved by Tahir Khan Seconded by Sangeetha Thanayagam CARRIED	
3. Executive Board elections	The board held it's yearly executive elections. The board re-elected Ponniah Balasunderam as Board Chair, Tahir Khan as Treasurer and Nishanthan Balasubramaniam as Secretary. CARRIED	

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4. Approval of the July 7, 2014 BGCCB Meeting Minutes	Moved by Syed Aziz Seconded by Tahir Khan The minutes from July 7, 2014 meeting were approved.	
5. Updates from the City of Markham	CARRIED 1. The roof appears to not be leaking and will not have to be repaired. 2. The electrical panel has been upgraded and the floodlight has been installed at the front of the community centre. 3. The garbage bins outside the centre have not been sealed close. City to look into temporarily closing the top of the garbage bins. 4. City is not able to provide any table tennis equipment. They will provide a carom in September. The board will research prices for table tennis and carom boards. 5. The City of Markham to provide subsidised pricing guidelines and suggestions for seniors programs.	Portia Lee Portia Lee, Syed Aziz, Tahir Khan Portia Lee
6. Improvements to the Community Centre	1. Hand dryer quotes will be reviewed and Ponniah Balasunderam will select a contractor to install the units in both male and female bathrooms. 2. Board will consider installing brighter light bulbs in the community centre to increase the light inside the main hall. 3. Syed Aziz will follow up with Markham-Stouffville Hospital to inquire if August 27, 2014 is available to present the donation cheque. 4. The board has approved the installation of a keypad lock for the front door of the community centre. Shahab Shaik will purchase and installed the unit.	Ponniah Balasunderam Syed Aziz
7. Discussion of Financial Statements	Tahir Khan reviewed the financial statements. Tahir Khan has developed a monthly revenue tracking sheet which he will forward to Caroline Harvey and Shahab Shaik to track rentals. Nishanthan Balasubramaniam will also forward the cleaning tracking log to Shahab Shaik.	Tahir Khan Nishanthan Balasubramaniam

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8. New Business	No new business was raised.	
9. Next Meeting Date	Next meeting of the Box Grove Community Centre Board will take place on September 8, 2014 at 7:30 at the Hall. The board will meet on the following upcoming days: Oct 6, 2014 Nov 3, 2014 Dec 1, 2014 Jan 5, 2015 Feb 2, 2015 March 2, 2015	
10. Adjournment	Moved by Nishanthan Balasubramaniam Seconded by Syed Aziz That the BGCCB adjourn at 8:45pm.	CARRIED