

**Markham Train Station Community Centre**

**Board of Management**

**Minutes of Meeting Thursday May 8, 2014.**

**Present:** Dianne More, Dorothy Gilbert, Donna Wigmore, Allan Stevenson (Station Master), Wayne Moss, Linaire Armstrong, Elizabeth Plashkes, Ken Rudy, Annette Ali, Theo Rothe.

**Guests:** Myra Chepack, Mathew Harris, Karen Harris.

**Regrets:** Mari Lin Van Zetten, Ina Campbell, Martha Neely.

**Minutes:**

**Action:**

**Called to Order 7:10 PM:** By Dianne.

**Introduction of Guests:** Myra Chepack, Mathew Harris, Karen Harris.

**1.0 Approval of Agenda:**

Motion to approve by Linaire, seconded by Donna.

Carried.

**2.0 Approval of Minutes:**

Approval of Minutes of Meeting held April 10, 2014.

Moved by Theo, seconded by Dorothy.

Carried.

**3.0 Business Arising:**

**5.4 Maintenance:**

Painting Interior, as the interior walls are in poor condition send letter to the City to move the interior painting to 2014, scheduled for 2015.

Registers need to be replaced.

Window frames –paint peeling exterior –East Side.

**6.1 Advertising:** Book you event poster forwarded to Elizabeth and Martha.

Circulated to all City rental Boards.

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

April 1 – April 30, 2014.

Total rent collected this period-- \$1712. Year to date 2014 \$6263.

Year to date 2013 \$8356.

#### **Breakdown of rent collected**

JKA	\$384	Karate	Regular renter
Harvey Meek	\$264	Meeting	Regular renter
Charles Heriott	\$134	Birthday	Web
Danielle Siapas	\$274	Craft Show	Previous renter
Marie Lin Vanzetten	\$15 (Ins.)	Shower	Cons. member
Daphne Blunden	\$92	Meeting	Referral
Joy Cameron	\$549	Birthday	Web

9 future tentative bookings not yet paid for: 1 in May, 3 in June, 2 in July, 1 in August, 1 in September, 1 in October.

8 Telephone calls received this period.... 1 from the Web, 3 referrals, 2 previous renters, 1 Mkm City, 1 did not return my calls.

**4.1 Rent:** Down \$2093, for 4 periods from 2013. In 2013 from January to March there were 2 Karate classes, JKA and Markham Traditional, this year only JKA until April. Difference about \$1500. Colder winter also a factor.

**4.2 Pan - Am Games Ambassadors:** Require storage space for the summer, Raymond Dong of MKA was approached if the Ambassadors can store the Tent in the locked storage area in the Mingay Room, this was Ok'd. Locked storage will be provided in the cupboard (Mingay Room).

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

**5.1 Station Fire Regulations:** Emergency light in entrance repaired all systems in good working order. (April 30<sup>th</sup> –Robertson Fire Inspection).

**5.2 Maintenance: Roof:** Last week 6' X 14' (Approximate) section of the shingles on the NW corner of the Roof were blown off. The City has been notified and repairs will be done.

**5.3 Air Conditioner SW corner:** Should be serviced before start up as the coils have rusted, this was noted in early in the spring during the walk about with the Asset Department.

#### **6.0 New Business:**

**6.1 Advertising: Emery Room:** GO has hung a metal frame for Posters on the South Wall by the Ticket Window, no approval by the Board and it is not in keeping with the Heritage look in the Train Station. A letter is to be sent to GO to remove the metal poster frame.

**Ken.**

**7.0 Adjournment:** Motion to adjourn at 7:30 PM. Moved by Donna, Seconded by Linaire.

Carried.

**Next Meeting: Thursday, June 12th, 2014.**

**Markham Train Station at 7 PM.**