

Heintzman House Board Meeting February 28, 2013

01-01-13

Present: Chamandy, Davis, Willson, Glionna, Somers, Henderson, Jones, Shields, Durham, Burke, Beck.

02-01-13

Regrets: None.

03-01-13

Absent: McNaughton.

04-01-13

Nomination and Acceptance of Board Positions: Before nomination process begins Davis explains that the 'new' Board will be nominated for a three year term which will expire December 31, 2015. Beck leads and calls for nomination of Chair Person.

Glionna nominates Davis for Chair, Davis accepts nomination, Jones seconds nomination **AIF**
Davis takes over call for nominations.

Davis nominates Willson for Vice Chair, Willson accepts nomination, Chamandy seconds, nomination, **AIF**.

Davis nominates Chamandy for Treasurer, Chamandy accepts nomination, Durham seconds nomination, **AIF**.

Davis nominates Glionna for House Committee Chair, Glionna accepts nomination, Somers seconds nomination, **AIF**.

Directors – Henderson, Jones, and Durham all agree to sit for another term. Absent members Shields and McNaughton to be polled via email for agreement to sit for next term.

05-01-13

Minutes: Minutes of the November/12 meeting accepted as presented. Moved –Willson, Seconded –Glionna, AIF.

06-01-13

Treasurers Report: Report handed out and discussed. Chamandy records a slight error in the remittance to Rev. Cda which will be held as a credit and worked off over the next few months. Regarding the TD Canada Trust service fee increase – Davis spoke to Andrew Baldwin at TD who has taken care of the issue – service fees will remain the same.

Treasurers Report accepted as presented – Moved: Chamandy, Seconded – Jones, AIF.

07-01-13

Marketing/Art Show Report: Report handed out and discussed. Nothing of special interest to note. Art Show comm. still actively seeking a sponsor for the Art Show – Willson will contact Andrew Baldwin at TD. Moved – Willson, Seconded – Durham, AIF

08-01-13

House Managers Report: 1) Financial/booking report handed out with discussions – 2013 is looking good so far. 2) Question put before Board regarding Beck taking the House laptop with her on vacation in order to be able to service clients via email while away. No other capable person is available to cover for this period. Board agrees and notes that Beck is not responsible should anything (theft/damage) happen to laptop during this time. Beck will work am and pm and invoice House accordingly. 3) Beck informs Board that Asset Management has been in contact and will start the tender process for work to be done in 2013 to include solarium repairs to wood rot, north walkway repair, patio fence repair, rooftop raccoon fence replacement, apartment kitchen refurbishment etc. 4) Beck reports on complaint call received from neighbour during the severe snow storm on Feb 8/13. Member from the rental apparently parked on the wrong side of the street because they could not access the parking lot or the front driveway due to extreme snow conditions. Neighbour called to complain and was informed that they would be gone in a minute, when neighbour continued to complain Beck suggested that they contact either the police or parking control, neighbour then informed Beck that she was rude and offensive and hung up on her. Beck immediately emailed select Board members to inform of situation. On the following Monday Burke received a formal complaint from neighbour. Beck has been instructed to log all future complaints from this neighbour in an incident log. Moved – Somers – Seconded – Durham – AIF.

09-01-13

New Business: 1) Henderson notes that volunteers for 'security' are needed for the Art Show – he will be sending an email requesting same. 2) Beck's 'job description' is done in draft form. Glionna to send copies to members for review and final to be done for March meeting. 3) Burke looking into a ribbon cutting ceremony to honour the new History plaque on front grounds. Burke will be sending an email to the Board members regarding input for the plaques history pamphlet. 4) Regarding public access to Board meetings – no info as such could be found on the City web site. Davis has sent town Clerk the info regarding meeting dates. 5) Durham and Beck to discuss options for this year's Yule Log and report back to Board.

10-01-13

Old Business: None.

11-01-13

Adjournment: 8:05 p.m. Moved – Glionna, Seconded – Burke, AIF

Next meeting last Thursday in March – **March 28th @ 6:30** p.m. If unable to attend please contact Ken Davis @ 905-889-8418

February 2013 Minutes

Chair

Secretary