

**East Elgin Community Complex
Board of Management**

May 18, 2010
East Elgin Community Complex
Blue Line Room
7:30p.m.

Meeting Minutes

Present: Mary French, Chairman
John Vandermeersch, Councillor
Dave LaPointe, Citizen Representative
Lisa Dahm, Facility Coordinator
John R. Wilson, Vice-Chairman
Dave Mennill, Deputy Mayor
Theresa Klachan, General Manager

Regrets: Todd Sprague, Citizen Representative, Heather Adams, CAO, Town of Aylmer, Michelle Cassavecchia, CAO/Clerk, Township of Malahide, Gary VanSevenant, Citizen Representative

1. Welcome – Chairman Mary French
2. Declaration of Pecuniary Interests

None

3. Approval of Minutes March 30, 2010

Moved by John Vandermeersch

Resolution #020-2010

“That the East Elgin Community Complex Board of Management approves the minutes of March 30, 2010.”

Seconded by Dave LaPointe

Carried.

4. Business Arising from the Minutes

None

5. Delegations

None

6. Complex Report – Theresa Klachan

a) Financial Statements – Financial Statement May 10, 2010

b) 2009 Audited Financial Reports – The Audit has been completed but the production of the statements will be late this year due to the substantial changes required by the new Public Sector Account Standard for assets.

c) Extended Administration Office Hours – November 2, 2009 to April 30, 2010 – 5:00p.m. to 5:30p.m.

Additional Staffing Costs = \$581.68

Revenue – 1 hour of ice = \$99.75 (no additional inquiries)

Cost to Complex = \$481.93

Moved by Dave LaPointe

Resolution #021-2010

“That the East Elgin Community Complex Board of Management agrees to revert to Administration Office Hours 8:30a.m. to 5:00p.m. as of June 1, 2010.”

Seconded by Dave Mennill

Carried.

- d) Proposal to install lockers – Outside of cost, the proposal to install lockers in the cross corridors is not permitted because they will restrict the aisle width for access and exiting. (as per Spriet Associates – Architect/Engineer)

- e) Surveys
 - I. Facility Rental Follow-Up Survey (1st quarter 2010)
 - II. Ice User Survey (September 2009 – March 2010)
- f) Facility Statistics
 - I. April ice rentals – went up almost 100 hours from 2009
- g) Correspondence and Announcements
 - I. Thank you Card from renter/user
 - II. M. French commented about the bid proposal to Skate Canada for 2011 Competition
 - Submitted Saturday, May 15
 - Decision to be made June 15

7. New Business

None

8. Unfinished Business

None

9. Matters of Urgency

None

10. Closed Session

None

11. Next Meeting:

June 15, 2010 – 7:30p.m. Blue Line Room

12. Adjournment

Moved by John R. Wilson

Resolution #022-2010

“That the East Elgin Community Complex Board of Management adjourns at 8:05p.m.”

Seconded by John Vandermeersch

Carried.