

*Claresholm Community Centre Association*

**Minutes**

**Tuesday, January 28, 2025 - 7:30 pm**

**LODGE ROOM - Claresholm Community Centre**

**Present:** Daryl Glimsdale (Chairman/Masons), Carmelle Steel (Secretary/Arts Society), Shirley Isaacson (Treasurer/Sons of Norway), Sherry Bourassa (Lions), Todd Buhmiller (Gun Range), John DeDominicis (Arts Society), Brad Schlossberger (Town of Claresholm)

**Regrets:** Breanna Seeman (Kinettes/Kinsmen), Shayne Petersen (staff).

- 1) **Call to Order** by Daryl at 7:29 pm
- 2) **Approval of Agenda** Approved by Shirley, seconded by John. All in favor. Carried.
- 3) **Approval of the Previous Minutes** Presented and Moved by Carmelle. Seconded by Sherry. All in favour. Carried.
- 4) **Caretaker's Report** - no report available.
- 5) **Old Business:**
  - i) **Exterior Painting** - will get three quotes - one for paint, one for John's product and one for tin. Then we can evaluate and see if we can do anything. No quotes rec'd at this time.
  - i) **Community Centre Handbook - Lodge Room** (Carmelle to do)
  - ii) **Tripping on vents in the main hall** - have them custom made from wood to be level?
  - iii) **Main Hall Washroom Renovation Update** - hall closed January 20 through April 12, 2025. Floor will be done during the break, probably at the end of March. Furnace duct cleaning possibly?
    - (1) Concerns that have arisen: floor vents being re-used, closet flooring
    - (2) Contract? Brad to ask for a copy so we know what is included.
- 6) **New Business:**
  - a) **Winterfest** - discussion about a request to have 500 people in the Lodge Room hall. The small hall cannot accommodate that many people, especially if it is cold outside. They have decided to go to the curling rink this year.
  - b) **Locks on the Lodge Room** - if we are changing the locks on the main hall door to a fob, should we change the Lodge Room doors as well? Group felt that we should. Carmelle to email Jace to let him know.
  - c) **May "Elton John" Fundraiser** - discussion about having a meal or not at this concert. We decided to have a meal. Sherry will check with the Lions for a cost/meal ideas, and John will look into options we can do ourselves. Ticket price will be \$50 per ticket.
  - d) **Online 50/50** - Decided to run an online 50/50 that would be drawn at our fundraiser in May.
  - e) **Community Foundation Grant** - deadline is March 17. We are not eligible for another year, as we last applied for the Lodge Room kitchen reno.

- f) **Renovation Items** that will need to be purchased for the main hall lobby
    - i) Rolling Coat Racks
    - ii) Mat(s) for the front door
    - iii) Furniture for Main hall and Lodge room entry areas
  
  - g) **Caretaker Absence** - brings to light that we need a process to cover if/when this happens.
    - i) Phone given to Carmelle, who gave to Butch for the weekend.
    - ii) All email to the hall email accounts need to be retained, not deleted.
    - iii) A list of tasks required to show a potential renter needs to be created
    - iv) List of tasks that a casual/fill-in caretaker would do to cover needs to be created
  
  - h) **Signatures/Signing Authority** - with the above conversation, it was decided that we need alternate signing authorities listed on the bank accounts. Carmelle moved to add two others (Brad Schlossberger and Daryl Glimsdale) along with Shirley Isaacson (Treasurer) and have dual signatures on our cheques. Todd seconded. All in favor. Carried. Carmelle to get the minutes to the Credit Union.
  - i) **Kieth Carlson/Meat Warmer** - Kieth bought a auto sham that keeps meat warm and thought we should buy it for use in the kitchen. It was discussed and we will decline to purchase.
  - j) **Drawer Inventory** - John asked if there is an inventory being taken after each renter as there are items already gone from the drawers in the main kitchen. Carmelle said there is no exact list but a general list is in the binder. Will check with Shayne when he returns and ensure this is happening and drawers are locked when there is no renter.
- 7) **Upcoming Dates:**
- a) Hall closed January 20 through April 12, 2025
  - b) Hall "Elton John" Fundraiser - May 31, 2025
- 8) **Adjourn** - moved by: Todd
- 9) **Next meeting:** Tuesday, February 25, 2025 @ 7 pm **\*\* Note change in time.**