**Lower Granville Hall Association**

**December 1, 2022**

**Regular Meeting Minutes**

**Meeting Start Time:** Medeacalled to order at 7:04PM. Michael seconds. All approved.

**Members in Attendance:** Medea Holtz, Susan Tooke, Niki Clark, Kari Rouse, Michael Rouse

**Approval of the Agenda:** Medea added AED Grant and Certified First Aid course to New Business. Medea calls for approval. Susan moves to approve, Michael 2nd.

**Approval of the Minutes from September Regular Board Meeting:** Medea calls for approval of minutes as amended. All approved. Minutes posted to our website.

**Treasurer’s Report:** Niki sent out the amended financial report for October and November up to the 22nd. Sent via email and posted on our website. Medea explained the cost of Registry of Joint stocks and bylaw change is the documents that were requested from Joint Stocks (for Charitable status)

**Secretary’s Report:** Sent out thank you cards for Nancy for the First Aide talk, will send out the gift card for Lou for mowing the grass.

**Marketing Report (Kari & Medea)** Tourtiere ticket sales via email, Facebook, reader, flyers…

**Programs & Events Report (Medea)** *–new ideas under “New Business”*

-Yoga classes

-Health & Safety Workshop, November 16

-Lighthouse public meeting, November 9; Open Light Nov. 26

-GCSSS greenhouses; kimchi & sauerkraut workshop

**Rentals Report (Medea):** Rouse rental; Marsh Body meeting

**Maintenance Report (Medea):** Dan Marsh--Cellar door replacement, cellar window attached and insulated, interior painting.

**Business Arising from the Minutes**

-Tourtiere fundraiser update: 7 tickets left to sell. We have all supplies purchased now. 1/3 of supplies are donated from Independent. Julia gave $4.25/lb for beef. D’Aubins gave $6/lb for pork.

-November 6 Volunteer & Donor Party: Not as well attended as Medea would have liked, but it was really good and was well received.

-Electric range: Still don’t have a range donation.

-Charitable application update (Medea): Got the forms from Joint stocks so we can now start filing those out.

-Communities, Cultures & Heritage “Community Generator” grant submitted / Conversations with Brian Order REMO (Regional Emergency Management Officer) from the County: We got the grant in the day it was due. It was received. If we don’t get it this time around we can re-apply with same grant in February. Medea had a long talk with Brian Order. She found out the county doesn’t require approval for Comfort Stations to be established/operate, but they do publish a list of Comfort Stations that they acknowledge. To be on the County's list, we need to go through a Checklist that they provide. Brian suggested that he come to the Hall and review the checklist items. Medea was unavailable to meet with Brian at the date/time he requested, so arranged for Niki to meet with him as the Hall's representative for the Comfort Station project. Niki took over as she had the meeting with Brian today. Going over the checklist for Well testing, kitchen health inspection, power requirements… He said we are in good shape, just minor things to be tweaked. Ex. The fire extinguisher needs to be moved lower. First Aide box needs to be denoted with a red cross sign. Exit sign should be lit up/or dayglow in colour. Sent Niki some information about grants we could go for to help with expenses. Should have a designated person to take care of monthly safety checks. The county will tell people that we are open and get the word out when we are open. If the county has to ‘ask’ us to open in a crisis they will pay/reimburse for certain things. He is an excellent contact and very responsive. Seemed super supporting of what we are trying to do.

Michael brought up an issue with the propane not being on auto-delivery. His sister Carol is having an issue with the company she is working with. Niki said the company she researched said there are NO delivery charges and can be on call OR regular delivery. Gauges for propane tanks can be added on to know how much propane is in the tank. The recommendation for having 2 tanks was not from the propane company, it was from the experts who were helping put together the grant application.

Discussion on our costs of the grant. They will send us a check for 80% of the $27,735, the rest is up to the Hall to cover. Medea pointed out that the Hall is responsible for over $5,500 of the total projected project costs. We have $3,358 pledged as in-kind labour, and the cash shortfall is $2,189. Medea also stated that she was not able to spearhead this project, and that while she and Allan and willing to help on volunteer workdays, that Niki & Ian will need be take on the management of this generator installation. Medea is a bit nervous about the cost of this/during the time-line we have to complete. Completing date is March 15th

\*\*We do have additional operating costs to cover in 2023. (Need hall trim painted due to rot. Back of the building needs to be painted as well.)

Susan states that if we need to raise the money we can. She is willing to go for it. Michael also states that he is for the automatic generator. Kari said that she is also a ‘go’ for the cost of the generator as well. Great for the community. Niki is also good for the cost.

If we are accepted. We would need to do a letter of acknowledgement. Based on the application for the grant for the generator Medea moves to vote for to approve of the expenditures association with the approval of that application. All approved.

**New Business**

-Loan of “Connect” box to Lighthouse for donations

-ARCAC classes (Susan): Susan just met with ARCAC last night. Kari sent the results of the survey for them to look at. They were glad to see the results of the survey. Ted- president was glad to see the artist talks on the list. He is going to put the word out to others and is happy to do a talk himself with a $5 per person donation to ARCAC. Susan is seeing this as something to be included in the Spring. Susan would like to see Watercolor classes (maybe a series of 3-5. Once a week. Like yoga). They would rent the hall for $25 per session and there could be a show at ARCAC where they can bring people into it. They would charge the participant a fee to get their teachers paid. Susan is able to set these classes up and be the go between for this project.

-Craft nights (Kari): Susan and Kari will put their heads together and will coordinate with Medea about dates.

-Games night with Elaine and Ken?

-Saturday Series with Food/ Food Events & Classes -Medea had been talking to Kelly Gillard and Medea thinks that their wires got crossed about the details of the programing for the new Saturday Series. Kelly was thinking she can run a bistro out of the Hall, but that isn’t what we are talking about. The conversation needs to happen again.

-Certified First Aid course: there was a lot of interest about hosting a class here. Medea is going to inquire about a class with Nancy. Discussing the possibility of a grant (AED Grant thru ACHC Foundation) for a defibrillator for the Hall. We will need to buy a new first aid kit for the Hall as well to be in compliance. Michael said this would be another possibility for a fundraiser.

-Possible Lobster Roll and Chowder Fundraisers for the Lighthouse in early spring 2023

-AGM preparations: Needs to be scheduled after January 1st and before end of March, 2023

-Cooking classes next year? Vegetarian cooking, cooking greens.

**Medea calls to end the meeting at 8:23 PM.** All approved.