

**Milton Community Hall
Annual General Meeting Minutes – DRAFT
7:30 p.m. Feb. 15, 2022, Milton Community Hall**

Present: President Ernie Coles, Vice-President James Marjerrison, Treasurer Phil Hooper, Secretary Shari MacDonald, Board members Hal Parker, Joyce Blackett, and Kevin Hooper; George Piercey, Philip Jefferson, Gail Ling, Pauline Smith, John Potter, Mathis Blais and Lindsey Rhynes

1. **Call to order** – President Ernie Coles called the Annual General Meeting to order at 7:30 p.m. and noted that the quorum of eight voting members had been achieved. Those present introduced themselves. It was noted that Mathis Blais, along with Cassidy MacNeill were participating on the board as part of “Youth on Board”, a provincial project which gives high school youth experience on local boards or with municipal governments until late spring.

2. **Agenda** -Moved by Hal Parker, seconded by Phil Hooper that **the agenda be approved as circulated.** MOTION CARRIED.

3. **Minutes** - It was moved by James Marjerrison and seconded by Joyce Blackett that **the minutes of the January 25, 2021 Annual General Meeting be approved as circulated.** MOTION CARRIED.

4. **Business Arising from the Minutes**
4.1 **Constitutional Updates**

At the annual meeting, in 2021, a motion was passed that a Bylaw Review Committee be struck and it was suggested that the bylaws be revised to make them gender neutral, clarify the audit/reviewer clause, and to correct inconsistencies, such as in the use of the terms “Company” and “Society”. Phil Hooper and Shari MacDonald reviewed the bylaws, and in light of the pandemic, also included a clause to enable electronic participation in meetings and corrected several typos.

It was moved by Shari MacDonald and seconded by James Marjerrison that **the following amendments be approved for the Bylaws of Milton Community Hall, Inc.:**

Replace “Chairman” with “Chair” throughout the bylaws.

Replace “Company” with “Society” throughout the bylaws

ARTICLE IV- Membership

Add “A member of the Society participating by telephone or electronic means in a meeting is considered to be present at the meeting” *to the end of “d.”*

ARTICLE V- Directors

- f. **Replace** ~~“The President of the Society, or in his absence, the Vice-President, or in his absence, any Director appointed among those present shall preside as Chairman at meetings of the Board of Directors.”~~ with “The President of the Society shall preside as Chair at meetings of the Board of Directors. In the absence of the President, the Vice-President shall preside as Chair. In the absence of the Vice-President, any Director appointed among those present shall preside as Chair at meetings of the Board of Directors.”

- j. **Replace** ~~“ as the carry out”~~ with as to carry out”

k. **Replace** “a honorarium” with “an honorarium”

Add

l. “Meetings of the Board of Directors and general meetings of the Society may be conducted by electronic means. For a general meeting, information necessary for members of the Society to access the electronic meeting should be included in the public notice for the meeting. A board member may participate in a board meeting by telephone or by electronic means. A member may participate in discussion or vote on any matter, if the member has a copy of the report or recommendation to be considered and is otherwise eligible to vote.”

ARTICLE VII- Officers.

b. **Replace b. with** “At its annual general meeting, the members of the Society shall elect by majority vote a President, who shall hold office until the next annual meeting. **Notwithstanding Article V. h.**, the President shall preside at all meetings of the Society and of the Board of Directors and shall present a report **from the Board of Directors** at the annual general meeting. The President shall have general supervision of the affairs of the Society, shall perform the duties usual to the office of the President and shall perform such other duties as may be assigned to him by the Board of Directors. The President may, in **his or her** discretion, order the calling of all meetings of the Society and shall cast a vote only in the case of a tie vote. No member shall hold the office of President for more than two (2) years consecutively.”

ARTICLE VIII- Audit

Replace a. and b. as follows:

a. **An auditor for the Society may be appointed annually by the members of the Society at the annual general meeting. If an auditor is not appointed, then the Treasurer shall perform the audit function as specified herein. then the Society shall appoint a member or members to conduct a review of the books and records of the Society and deliver a report to the Board of Directors at least 90 days prior to the next annual meeting.**

b. The Society shall provide a written report to the members **at the Annual General Meeting** as to the financial position of the Society and the Report showing the receipts and expenditures of the Society in the preceding fiscal year. ~~Any auditor’s report shall be presented to the members at the annual general meeting.~~

ARTICLE X- Meetings

Replace b. 2. as follows:

b. 2. Consideration of the **Board of** Directors’ Report;
MOTION CARRIED.

Ernie expressed his appreciation to Phil and Shari for their work on the bylaws.

5. Reports

5.1 President

President’s Report – Milton Community Hall 2021

President Ernie Coles thanked everyone for attending, and presented the following report:

2021 continued to be a challenging year as COVID restrictions complicated and reduced our abilities to host events; however, the hall continues to serve the community and be a gathering place, even if in a reduced or different capacity.

While some of our regular events continued to be cancelled in 2021, the hall was busy with meetings, small events, and the return of our very successful Lobster Take-out and Christmas Craft Fair. Our regular tenants, the Rural Municipality of Miltonvale Park and The Open Bible Baptist Church continued to make use of the facility and we thank them for their support.

The hall did benefit from numerous grants to let us put on events and to hire staff to run the events.

Thanks to these people and to Shari MacDonald for doing the applications and supervising staff. All their efforts raised money for the hall and allowed us to do many interesting programs. There are many community members who have volunteered at events throughout the year. The board and I appreciate everyone who has contributed to the success of hall activities during 2021.

Financially we had a positive year, and our finances are in great shape. Thanks to Phil Hooper for his diligence in maintaining our financial records.

The hall continues to be maintained in excellent shape and clean for all events. Thanks to Dianne Garnham for her flexibility and her hard work.

Our board has met numerous times throughout the year and board members have given good support and leadership to the hall. Thanks to all of them for their attendance, input and work throughout the year. Special mention to our retiring board members, Shanda Rae, Kevin Hooper and Hal Parker -Thanks again. Our hall is a success story among community centers on PEI and I am sure that will continue.

5.2 **Treasurer** (Financial Statements 2021 and Budget 2022) -Phil Hooper

Milton Community Hall Inc.
Balance Sheet
As at December 31, 2021

	Operating Fund	Capital Fund	Totals	2020 Totals
ASSETS				
Current Assets				
Petty Cash & Floats	\$ 997		\$ 997	\$ 918
Stella Maris Chequing Account	25,318	1,500	26,818	22,710
Shares Account	10,317	20,400	30,717	5,050
Investment (.65%, Mat: 28/04/2023)	5,150		5,150	5,075
Inventory	1,045		1,045	1,045
Accounts Receivable	2,090	-	2,090	1,614
Prepaid Expenses	-		-	-
Prepaid Property Tax	-		-	-
Total Current Assets	\$ 44,917	\$ 21,900	\$ 66,817	\$ 36,412
Capital Assets				
Kitchen Equipment		\$ 43,842	\$ 43,842	\$ 43,842
Furniture & Equipment		27,028	27,028	27,028
Computer Equipment		5,879	5,879	5,153
Less Accumulated depreciation	-	57,223	57,223	52,432
Building		512,699	512,699	512,699
Elevator		4,600		
Less Accumulated depreciation	-	316,622	316,622	294,498
Total Building & Equipment	\$ -	\$ 220,202	\$ 215,602	\$ 241,792
TOTAL ASSETS	\$ 44,917	\$ 242,102	\$ 287,019	\$ 278,204
LIABILITIES				
Current Liabilities				
Accounts Payable	\$ 1,093			\$ -
Payroll Deductions Payable	136		136	-
Deferred Revenue	-		-	-
Deferred Grant	-	20,400	20,400	-
Gift Certificates	200		200	235
Total Current Liabilities	\$ 1,429	\$ 20,400	\$ 20,736	\$ 235
Long Term Liabilities				
Bank Loan		\$ -	\$ -	\$ -
Total Long Term Liabilities	-	-	-	-
TOTAL LIABILITIES	\$ 1,429	\$ 20,400	\$ 20,736	\$ 235
EQUITY				
Retained Earnings				
Opening Retained Earnings	33,699		33,699	33,408
Opening Equity -Capital Fund		243,292	243,292	272,017
Interfund Transfers- capital	(725)	725	-	-
Net Earnings	10,514	(22,315)	11,801	28,433
Total Retained Earnings	\$ 43,488	\$ 221,702	\$ 265,191	\$ 276,991
TOTAL LIABILITIES AND EQUITY	\$ 44,917	\$ 242,102	\$ 287,019	\$ 277,226

Milton Community Hall Inc
Statement of Revenues & Expenditures
For the Fiscal Year Ending Dec 31, 2021

	Budget	Actual			
	2021	Operating	Fiscal 2021 Capital	Totals	Fiscal 2020 Totals
Revenue					
General Revenue					
Donations	600	\$ 930		930	\$ 490
Socials Revenue	1,000	-		-	-
Catering Revenue	2,500	1,476		1,476	2,866
Concerts	2,500	2,525		2,525	4,802
Card Party Revenue	1,700	-		-	-
Interest Income	-	77		77	82
Fund Raising	1,000	1,308		1,308	84
Christmas Craft Fair	1,750	3,842		3,842	-
50-50	-	1,267		1,267	475
Lobster Take Out Sales	5,200	6,720		6,720	-
Council Rent Revenue	6,000	6,000		6,000	6,000
Rent Revenue	7,000	12,477		12,477	5,319
Church rent	4,000	3,330		3,330	2,395
Business Sponsorship Board	100	400		400	500
Coffee Club	1,000	1,167		1,167	834
Bar Hours recovered	-	210		210	160
Bar Sales	500	944		944	1,635
Total General Revenues	\$ 34,850	\$ 42,671	\$ -	\$ 42,671	\$ 25,641
Grants					
MiltonVale Park Grant	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ 1,500
Grant-in-lieu of Property tax	2,210	2,221		2,221	2,210
Miltonvale Park Donations Grant	1,000	423		423	1,604
Special Project Funding	1,500	-	4,600	4,600	2,435
PEI Grant	-	2,973		2,973	-
Seniors Grants	5,000	-		-	9,709
Employment Funding	7,000	16,802		16,802	12,759
Subtotal	\$ 18,210	\$ 23,920	\$ 4,600	\$ 28,520	\$ 30,217
Total Revenue	\$ 53,060	\$ 66,591	\$ 4,600	\$ 71,191	\$ 55,859

	Budget	Actual			
	2021	Operating	Fiscal 2021 Capital	Totals	Fiscal 2020 Totals
Expenditures:					
Cost of Goods Sold					
Bar Inventory Cost	300	\$ 506		\$ 506	\$ 665
Groceries Cost	1,500	949		949	837
Lobster Supper costs	3,000	3,569		3,569	-
Kitchen Consumables	100	-		-	-
Total Cost of Goods Sold	\$ 4,900	\$ 5,024	\$ -	\$ 5,024	\$ 1,502
Payroll Expenses					
Wages - Student	\$ 8,000	\$ 17,299		\$ 17,299	\$ 15,351
Wages- Hall Manager	\$ -				
Wages - Cleaner	\$ 3,500	\$ 3,072		\$ 3,072	\$ 2,544
EI, CPP and WCB Expense	1,000	1,079		1,079	1,150
Total Payroll Expense	\$ 12,500	\$ 21,449	\$ -	\$ 21,449	\$ 19,044
General & Administrative Expenses					
Advertising & Promotions	100	\$ 35		\$ 35	\$ -
Business Fees & Licenses	1,000	832		832	568
Depreciation			26,915	26,915	30,225
Insurance	2,872	2,441		2,441	2,872
Interest & Bank Charges	75	71		71	75
Office Supplies	400	168		168	404
Cleaning & Bathroom Supplies	1,500	1,308		1,308	1,239
Performer Fees	-	1,952		1,952	-
Play Expenses	-	-		-	994
Property Taxes	2,600	2,590		2,590	2,577
Memberships	-	125		125	50
Miscellaneous Expenses	1,163	386		386	1,407
Special Projects	4,400	50		50	7,236
Building Supplies & Renovations	1,700	214		214	1,577
Garbage Removal	750	633		633	748
Professional Fees	-	115		115	326
Repair & Maintenance	3,000	3,486		3,486	1,612
Propane and Oil	4,000	4,184		4,184	3,846
Snowblowing	1,900	2,300		2,300	1,955
Security	300	116		116	316
Grass Cutting	500	10		10	146
Landscaping	500	2,424		2,424	250
Telephone	400	379		379	371
Utilities	6,000	5,785		5,785	4,952
Total General & Admin. Expenses	\$ 33,160	\$ 29,603	\$ 26,915	\$ 56,518	\$ 63,746
Total Expenditures	\$ 50,560	\$ 56,077	\$ 26,915	\$ 82,992	\$ 84,292
Net Excess (Deficit)	\$ 2,500	10,514	(22,315)	(11,801)	(28,433)
Transfers to Capital Fund:					
Capital Reserve	9,100	(725)	725	-	-
Capital Renovation					
Total Transfers to Capital	\$ 9,100	(725)	725	-	-
Net Increase (- Decrease) to Fund Balance	-\$ 6,600	9,789	(21,590)	(11,801)	(28,433)

Treasurer Phil Hooper noted that chequing account includes a \$1500 grant received from the municipality in 2020, and that the shares account includes \$20,400 from the New Horizons Grant for the elevator project. The accounts receivable of \$2090 have mostly since been received. The accounts payable included the snow clearing, which has now been paid. The treasurer noted that there was an error in a calculation and that the total of liability and equity should be \$282,416.

Moved by Phil Hooper and seconded by James Marjerrison that the 2021 financial statement be approved as corrected with the adjustment to the total of liabilities and equity to \$282,416. MOTION CARRIED.

Milton Community Hall Inc. 2022 Budget Estimates

REVENUES

General Revenue

Donations	600
Socials Revenue	1,000
Catering Revenue	2,500
Concerts	2,500
Card Party Revenue	1,700
Interest	50
Fund Raising	1,000
Christmas Craft Fair	3,800
50-50	1,200
Lobster Take Out	6,000
Council Rent	6,000
Rent Revenue	12,000
Church rent	3,500
Business Board	100
Coffee Club	1,000
Bar Hours recovered	-
<u>Bar Sales</u>	<u>500</u>
Subtotal General	\$ 43,450

Grants

Miltonvale Park Grant	\$ 1,500
Grant-in-lieu of Prop. tax	2,220
MVP Donations Grant	500
Special Project Funding	-
PEI Grants	-
Seniors Grants	5,000
<u>Employment Funding</u>	<u>7,000</u>
Subtotal -Grants	\$ 16,220
TOTAL REVENUE	\$ 59,670

EXPENDITURES:

Cost of Goods Sold

Bar Inventory Cost	\$500
Groceries Cost	1,500
Lobster Supper costs	3,600
<u>Kitchen Consumables</u>	<u>100</u>

Cost of Goods Sold \$5,700

Payroll Expenses

Wages - Student	\$8,000
Hall Manager	-
Cleaner	3,500
<u>MERCs</u>	<u>1,000</u>
Payroll Expense	\$ \$ 1 2,500

General & Administrative Expenses

Adv. & Promotions	100
Bus. Fees & Licenses	1,000
Depreciation	-
Insurance	2,872
Int. & Bank Charges	75
Office Supplies	400
Cleaning Supplies	1,500
Performer Fees	1,500
Play Expenses	-
Property Taxes	2,600
Memberships	125
Misc. Expenses	500
Special Projects	-
Building Sub. & Renos	1,700
Garbage Removal	750
Professional Fees	-
Repair & Maintenance	3,500
Propane	4,500
Snow blowing	2,300
Security	300
Grass Cutting	500
Landscaping	2,500
Telephone	400
<u>Utilities</u>	<u>6,000</u>
Gen&Admin Expenses	\$ 33,122

TOTAL EXPENDITURES \$51,322

Net Excess to transfer to Capital \$8,348

Moved by Phil Hooper, seconded by John Potter **that the budget for 2022 be approved as presented.** MOTION CARRIED.

It was noted that John Hooper had reviewed the financial records for 2019 and 2020 and found no discrepancies. John currently has the 2021 records to review.

5.3 **Directors** -There were no reports from individual directors.

5.4. **Summary of Activities** -The summary of events was circulated.

Milton Community Hall Rentals and Activities 2021

COUNCIL ACTIVITIES

232 fitness classes (Exercise -28, Line Dancing -76, yoga-120, tai chi -8)

Presentations – 8 – (Easter Desserts, Healthy Eating, Gardening, Summer Salads, French cooking -3, Sea Glass workshop)

Regular Council and Planning Board Meetings -15

8 events -FVP blankets, Canada Day, Halloween, John McAllar Concert, French Concert, Strawberry and Ice Cream Social, Games Night, Chocolate Bar Bingo

10 Seniors meals

3 Public meetings (budget, 2 Official Plan)

4 movies

Sewing Bees -15

Appreciation Dinner

NRFD Santa Tour

HALL ACTIVITIES

2 Senior meals

Coffee Club -74

Lobster Take Out

AGM and 5 hall meetings

Presentations - Tax help, Seniors & Planning, Rag Rug

Biscuit Sale

Christmas Craft Fair

2 yard sales

HipHop Class

Concerts - Janet McGarry, Fascinating Maritime, Ladies,

Christmas in the Kitchen

The Rolling Pin

Prize Bingo

Hall Activities NOT Held in 2021 Community Play, Rhubarb Social, Apple Social, Small Halls Concert, Card Parties, Singing/Ukulele

Rentals

Seniors College -15

Sheep breeders Association -2

NFU -3

Watershed First Aid Training

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Small Halls – 6 meetings

Lady Slipper Needle Arts -9

Emergency Animal Response Team -8

Residential Renters Association -5

Coalition for the Protection of PEI Lands -3

Agricultural Insurance -1

Cornwall and Area Watershed -1

Malpeque Federal Riding -2

First Aid Workshops -5

Pentecostal Missionary

Ch. Rural Comm. School

PEI Photo Club -2

Fairview Baptist

Soil and Crop

PEI Beekeepers AGM

Parker Yard Sale

Crystal Chapter Easter Star

Sirens

Federal Election Poll

Cookies & Kindness (kitchen) -5

Young at Heart -Sr Storytelling -4

The Open Bible Baptist Church

42 services

Family Events/Parties

Parker Realty Christmas

Rosewood Staff Christmas

Baby Showers -4

Bell Family Supper

Birthday parties -4

50th Anniversary -1

Chishti -2

Complimentary Meetings

Just for Fun Band -4

Association for Rural Community Hall

Wheatley River 4-H Club – approx. 15 -including project and club meetings, Cheese pick up and Communications Day

TOPS – 43

6. Business

6.1 **Nominating Committee and Election** – Ernie Coles and James Marjerrison formed the Nomination Committee and put forward the following slate

President – James Marjerrison
Vice President – Joyce Blackett
Treasurer – Phil Hooper
Secretary – Shari MacDonald
Past President – Ernie Coles

Members at Large
1. Pauline Smith
2. Philip Jefferson

Ernie Coles asked for further nominations for a third member at large. There were no volunteers. Shari MacDonald nominated **Hal Parker** who accepted the nomination. As there were no further nominations after Ernie Coles had asked three times for further nominations so he declared the slate, including Hal Parker elected.

Ernie expressed thanks to retiring board members Shanda Rae and Kevin Hooper. The North Milton WI will name a representative after their next meeting, as they have not yet been able to meet in 2022. The board can appoint two additional members at the next board meeting.

6.2 **Appointment of Auditor/Reviewer** – Moved by Hal Parker and seconded by James Marjerrison that **John Hooper and/or Allison MacDonald be appointed reviewer(s) for the 2022 financial year.**
MOTION CARRIED.

6.3 **Signing Authorities** -Moved by Gail Ling, seconded by John Potter that **any two of President James Marjerrison, Vice President Joyce Blackett, Treasurer Philip Hooper, and Secretary Shari MacDonald be signing authorities for Milton Community Hall, Inc.**
MOTION CARRIED.

6.4 2022 Updates

6.4.1 Activities Calendar 2022

Regular events: Mondays and Fri Exercise - at 9; Coffee at 10; line dancing at 1& 2:30; Monday -Drawing 10:30, Tuesday – 9& 10:30 yoga & TOPS -6:15; Thursday 9 a.m. yoga- Sunday morning -church, Tai Chi -Mondays and Thursdays at 7; Planned weekend rentals to Dessert Factory beginning in March (approx. 6 hour to be booked around hall events and other rentals.)

Upcoming Rentals

Feb 16 -Young at Heart Senior
Storytelling and Council Meeting
Feb 23 – Seniors lunch; Small Halls,
Public Budget Meeting
Feb 26 – Radiant Rural Halls
Mar 2- 4-H
Mar 8 -Lady Slipper Needle Arts Guild
Mar 9 -Seniors Lunch
Mar 11 -4-H Communications

Mar 13 -Radiant Rural Halls
Mar 14 -WI
Mar 16 -Council Meeting
Mar 25 & 26 -Radiant Rural Halls
Apr 5 -4-H
Apr 23 -PEI Woodlot Owners
Apr 27 -Seniors College
June 28 -4-H Achievement Day
July 3 -Wedding ceremony

6.4.2 Rental Schedule – Moved by Hal Parker, seconded by James Marjerrison that the following draft Rental Guidelines (February 2022) be approved as presented. MOTION CARRIED.

Milton Community Hall Rental Guidelines - Feb 2022

Tier ONE -Regular rate (Non-residents/Business/Government)

Tier TWO – Community connected non-profits, corporate or individual supporters

Tier THREE -Frequent Volunteers/Board Members/Miltonvale Park Council

Tier FOUR -Special Discounted Rate or Long-term rate) at **Board discretion**

Free or by donation - Benefits, Birthday parties for residents 75 years of age, and every 5th year thereafter, wedding anniversaries (50 years and every 5 years after); Receptions following a funeral for community members, North Milton WI, Shari's 4-H) incidental use (e.g. using computers, using space to lay out quilt, photos for graduation, Regular bar charges would apply

	Tier ONE	Tier TWO	Tier THREE
Main Hall/Auditorium - All day (includes light kitchen use)	\$150	\$120	\$90
Main Hall/Auditorium- Part-day	includes light kitchen use,	sound/lights	
Weekday	\$30/hr – Min \$60	\$25/hr – Min \$45	\$15/hr – Min \$35
Weeknight	\$30/hr - Min \$80	\$30/hr - Min \$60	\$20/hr -Min \$40
Weekend day	\$30/ hr- Min \$70	\$30/ hr - Min \$60	\$25/hr - Min \$50
Weekend night	\$40/hr -Min \$80	\$35/hr- Min \$70	\$30/hr - Min \$60
UPSTAIRS			
Community Room	\$80/day or \$30/hr, Min \$60	\$65/ day or \$25/hr \$50 Min.	\$40/day or \$15/hr \$30 Min
Board Room (<i>with approval from Council</i>)	\$40/day or \$15/hr, Min \$30	\$30/day or \$15/hr	\$25/day or \$10/hr
Seniors Room	\$40/day or \$15/hr, Min \$30	\$30/day or \$15/hr	\$25/day or \$10/hr
Community Room +1 room	\$105 day or \$35/hr, Min -\$70	\$75 day or \$30/ hr, Min -\$60	\$50 day or \$20/hour, Min -\$40
Community Room +2 rooms	\$120 day or \$40/hr, Min -\$80	\$90 day or \$40/hr, Min -\$80	\$60 day or \$30/hour, Min -\$60
Kitchen *need food safety certificate	Tier ONE	Tier TWO	Tier THREE
Light use -coffee/tea, fridges	\$15/hr -Min\$30	\$15/hr Min\$30	\$10/hr Min\$25
Moderate use -electric oven, less than five loads of dishes	\$25/hr Min \$50 -Max \$130	\$25/hr Min \$50 -Max \$130	\$20/hr Min \$45- Max \$125
Heavy use (dishes, tablecloths, propane ovens, dishwasher)	\$30/hr Min \$60 -Max \$160	\$30/hr Min \$60 -Max \$160	\$25/hr Min \$50-Max \$150

Entertainment Events – 70/30% if hall is involved -\$100 min

Bar \$30/hour; Bar closes by midnight. No charge for bar for two hours with a hall-catered meal for over 40 people. No charge for rent for a catered meal for over 40 people for an event that is two hours in length or less.

Additional fee for hall to provide person with **food safety certificate** -\$25/hr

COVID -Vax Pass checking or supervision -\$15/hour

Chairs– There are 100 grey metal chairs available for off-site rental at \$1/chair (includes detachable colourful cushions). Tables will no longer be rented off-site.

Chair covers - Rent is \$1 if returned laundered or \$3, if not laundered.

Custodial charges, if necessary – Main hall \$50; Kitchen \$50, FCC Room - \$15,

6.4.3 COVID-19

6.4.3.1. The hall received \$2500 in funding from a special **COVID-19 Operational Support Program** from the Province in early 2021 and 2022.

6.4.3.2. The hall also received 75% funding for a **tablet** to be used for Vax Pass checking from Innovation PEI

6.4.3.3. The hall is taking part in the Red Cross “**Stop the Spread**” Program. Rapid test kits are provided for in-person testing for hall volunteers and clients. Biweekly reporting is required.

6.4.4 **Summer Students** – Shari submitted the hall’s application for two hall students (facilities office manager and maintenance) through Canada Summer Jobs and expects to also apply for funding through the Provincial Jobs for Youth and Post Secondary Students Programs.

6.4.5. Programs

6.4.5.1. **PEI Senior Secretariat Project** – The Stories, Seminars and Skill Sets program is ongoing until late March 2022. There are still presentations to be organized, as there were delays in January and early February due to the COVID situation.

6.4.5.2. **New Horizons for Seniors Elevator** – The grant for \$25,000 for the elevator project is being used for the architectural and engineer plans. Plans are available to be seen, and also include a shower and new office space for the Development Office and were reviewed at previous hall board, Council and North Milton WI meetings. It is anticipated that the kitchen will still be accessible from the outside. The Council does not have all the funding in place yet, so the project will not be publicized widely until funding has been secured, and the requirements of the funders have been met.

6.4.5.3. **Youth on Board** – Bluefield High students Cassidy MacNeill and Mathis Blais are participating at the Board level.

6.4.5.4. **Applications** -Shari submitted applications for Platinum Jubilee funding for three “Royal “ teas and a concert featuring music over the last 70 years and to the New Horizons for Seniors Program for stage lighting and a props room in the basement.

6.4.6. **Maintenance Update** – Rock mulch was placed beside the hall in the fall and two Level 2 EV Charges were installed in 2021. Council is waiting to hear from two funding applications for the Hall elevator and addition project . The architect has prepared preliminary interior plans and a survey was done.

Past President Ernie Coles, turned the meeting over to newly acclaimed president James Marjerrison.

7. Next Board Meeting – The next meeting was scheduled for Monday, March 28 at 7:30 p.m., with a storm date of Tuesday, March 29.

8. **Adjournment** -There being no further business, James Marjerrison adjourned the meeting at 8:30 p.m.

President

Secretary

_____ Date approved