**Draft Minutes – BRCA Board Meeting**

1 February 2018

**Attendees:**

**Board Members**

Andrea Cordonier, John Dwyer, Jill MacDonald, Joan Simpson, Inge vanGemeren

**Financial Statement**

No financial statements were presented.

**2018 AGM Minutes**

The minutes of the 2018 AGM were approved unanimously as amended (to include Joan Simpson as having attended and to correct a typo).

**Board Meeting Date in March**

After a general discussion on members’ availability it was agreed that there would be no meeting in March. Barring an unforeseen urgent need, routine Board business will be handled by email exchange for the month.

**Hall Rental and Maintenance**

Member Andrea Cordonier volunteered to take the lead in purchasing items required for the bathroom updates being supported by the Rural Development Grant from the City of Ottawa.

The Chairperson indicated that the Kemptville Chapter of ***100 Women Care*** will likely meet at the Hall in September, that two 1-week art courses are booked for the summer and that there is a possibility that a children’s art camp will be held at the Hall, also during the summer. (This is addition to our regular clients.)

The Chairperson also reported that, after meeting with local contractor Jonah Robinson and representatives of Boots and Baskets, that recessed storage areas will be built along the side wall of the stage instead of under the stage as this will offer easier access. (**UPDATE**: the recessed storage areas are now built.)

Member John Dwyer reported that the sound system limiter was discovered to be defective but is now repaired. Unfortunately, the manufacturer refused to cover the cost as the warrantee period had elapsed. Instructions for use of the system have been developed and will be tested shortly. Any clients who wish personal instructions on how to use the system may obtain this.

There was a discussion on controlling the temperature (and therefore the heating costs) of the Hall when not in use as it appears that automatic pre-sets are being over-ridden. Those renting the Hall are to be reminded to turn down the heat as they leave. In addition, other solutions are being examined.

**Other Business**

**Tentative Schedule of Major Events**

Member Andrea Cordonier informed the Board of the tentative schedule for major events planned for 2018:

 Theme Dinner: April 7

 National Canadian Film Day: April 18

 Jane’s Walk: 1st Weekend in May

 Small Halls A weekend b/w September 13 - 30

The Board also talked about, and is actively considering, organising a street party/event during the period that the Bridge is closed. Members are considering a range of possibilities. **RESIDENTS ARE ENCOURAGED TO SHARE THEIR IDEAS ON THIS WITH THE BOARD**.

**Work on Hamlet Planning Design**

The Chairperson and member Bart Bilmer have been, and will continue, actively monitoring developments.

**Bridge Closure**

There was a general discussion on the seemingly odd decision to route vehicular traffic through the Hamlet as part of the detour rather than just close the main street to “local traffic”. This issue is to be taken up with Parks Canada. (**Update**: the Chairperson has raised the issue with Parks Canada liaison officer who will in turn be raising it with the contractor.)

**NEXT REGULAR MEETING**

**April 5 2018**