



North Glenora Community League
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SIGN-OFF

Minutes Submitted for NGCL Toilet Motion held on August 27, 2011

Secretary's Signature



Donna Jackson, Secretary



Natalia Krawetz, 2nd Vice President

The signatures above indicate this meeting, motion and vote was coordinated via email correspondence and the votes by the board occurred as recorded in the minutes.

President's Signature



David Van Meter, President



Date

The signature of the president indicates the minutes of the meeting were approved by the board on the date indicated.

**Minutes of the North Glenora Community League E-Meeting
August 26 – 27, 2011. Recorded by Natalia Krawetz, 2nd Vice-President**

In Attendance (Respondents): Pearl Biggar, Agnes Brennan, Jim Bohun, Frank French, Donna Jackson, Nelson Kibanda, Natalia Krawetz, Pat Lencucha, Steve Twigg, Rhonda Van Heyst, David Van Meter, Ryan Young. Abstention: Guy Sopiwnyk (declared interest).

Background: During the week of August 22nd, 2011, Guy Sopiwnyk e-mailed the Executive Committee: “I was in the hall for approximately an hour and a half and in that time the toilets must have flushed on their own about 20 times.....not uncommon for older toilets . . . I believe we need to look into replacing all the toilets in the hall as the flush mechanisms are all dated. . . . I can price out some commercial grade toilets when I have time. Medium to low flow..but not dual flush.”

All those who responded agreed that the toilets should be replaced as soon as possible, given the start of several programs and of Community Day in September. Guy priced the toilets and estimated their cost of replacement (including his labour) to be around \$2,000.00

Since Guy proposed to undertake the work and had a declared interest and because time was of the essence, David Van Meter sought two more bids by phone: Hogarth Plumbing at \$50.00/hr and Drain Pro at \$ \$125.00/unit. David determined that Guy’s was the most acceptable based both on price and our knowledge of his competence. David also spoke with our insurance company and determined that we did not require the use of a licensed plumber. (**ACTION**: Secretary to review policy and revised Operations Handbook accordingly.)

Our 2011 annual budget for hall equipment repairs and upgrades is \$2,500.00 of which \$1413.19 had already been spent (as per our Treasurer's report at our last Executive Committee meeting), leaving a balance of \$1,086.81 which was insufficient to cover the estimated costs. Therefore we required a motion to authorize the additional expenditure.

Initial attempts at getting a quorum together for a brief meeting were not successful. It was then decided (by Natalia Krawetz and David Van Meter) to hold a vote on the motion by e-mail, beginning August 26 at 8:59 p.m., on the following motion:

MOTION: To expend up to \$2,000.00 to replace the toilets in the NGCL Hall.
Put forward by Natalia Krawetz. Seconded by Rhonda Van Heyst.

Motion Carried: By Saturday, August 27 at 9:09 a.m. we had reached quorum (8 responses) and all those who had voted were in favour of the motion. Voting was extended until midnight that day, in case anyone else wanted to participate.

Follow-up: In discussion with Agnes Brennan (August 27), she raised a concern about the need for installing a toilet of suitable height in the disabled persons washroom. David and Guy were contacted by e-mail and by phone to add that requirement. Guy replied by e-mail: “ I will be installing one ADA compliant toilet on each of the washrooms. It is 17" to the top of the bowl, same as I installed in the Brennan's.”