



## **BOGNOR COMMUNITY CENTRE BOARD MEETING MINUTES**

**597353 Grey Road 29, Bognor, ON, N0H 1E0**

**www.bognorcommunitycentre.ca**

**Phone: 519-372-9771**

**Wednesday Dec 10, 2025, 7:00pm**

Mission Statement as approved by the BCC Board, June 2025.

***"The Bognor Community Centre is a welcoming, accessible space for local residents, visitors and businesses, offering an ideal venue for entertainment, education, wellbeing, and connections."***

### **Statement of Respect**

To be read at the start of each BCC Board Meeting and the AGM.

- *Disrespectful behaviour of any kind will not be tolerated at the Bognor Community Centre (BCC). The BCC welcomes all people. We encourage welcoming words, actions and behaviours towards our members, neighbours and community. At the BCC, we accord respect to all persons and strive to build within our community.*
- *If you believe that you are being disrespected against, or witness such behaviour, contact the BCC Chairperson, any member of the executive board, or a Meaford council member for further assistance.*

### **Attendance:**

- Marie Thompson (Chair), called the meeting to order at 7pm
- Attendance Executive: Ken Gray (Treasurer), Tanya Oakley (Secretary)
- Attendance Members at Large: Eleanor Parkin-Dixon (Newsletter Editor), Gary Shute, Dave Moss-Cornett, Jon Cobb, John and Joanne Rankin
- Absent: Lee Borton, Kevin Clarke (Vice Chair)
- Regrets: Tricia Gray (Communications & Events Coordinator), Council Representative Deputy Mayor Shirley Keaveney
- Guests: Tim Keeling

*\*Members on leave will not be present and will not be counted towards quorum.*

### **1.0 Welcome, Call to Order & Attendance:**

- 1.1 Declaration of Quorum
- 1.2 Words of Welcome
- 1.3 Statement of Respect read by Secretary

### **2.0 Adoption of the Agenda as distributed by email**

Additions: Line Dancing Rental

- **2.1 MOTION BY: J. Cobb that the agenda of the Dec. 10, 2025, meeting, with the amendment, be adopted. Seconded by G. Shute. All in favor, motion carried.**

### **3.0 Declaration of conflict of Interest in Matters on the Agenda**

3.1 None noted.

### **4.0 Adoption of Previous Minutes**

- Amendments: Correct date Nov. 12, 2025.
  - **4.1 MOTION BY: John Rankin that the minutes of the Nov. 12, 2025, meeting, as amended, be accepted. Seconded by G. Shute. All in favor, motion carried.**

### **4.2 Business Arising**

- 4.2.1 Mounting of the ceiling projector. It will be included in our 2026 budget because an electrician and IT technician will be required. Steve will schedule it. Questioned if a remote came with it.
- 4.2.2 Ongoing collection of names, addresses, and method for directory distribution. One submission thus far. Will be helpful to use across events.

### **5.0 Correspondence**

- John Rankin provided verbal resignation of Rental Agent for the remainder of the term and will remain a member at large. M. Thompson confirmed that nominations will occur at AGM. Thanks given for his commitment and work over the past 10 years.

### **6.0 Guest Speaker**

- Municipality of Meaford updates: NA.

### **7.0 Reports**

**7.1 Treasurer's report** – K. Gray. See attached reports. October 2025 closing balance: \$32,921.61. Receipts \$2,533.35. Expenses: \$1,211.35. Addressed formatting and Treasurer noted no anticipated concerns.

- **7.1.1 MOTION BY: K. Gray to accept the Treasurer's report. Seconded by E. Parkin-Dixon. All in favor. Motion carried.**

**7.2 Rental Agent Report / Review** – M. Thompson. [T. Gray (interim agent)]. See attached report. Promotion for BCC rentals to occur in the new year.

**7.3 Communication Report** – M. Thompson [T. Gray]: See attached report.

**7.3. Event Report** – M. Thompson [T. Gray]. See attached report.

**7.4 Secretary's Remarks** – T. Oakley. MoM (Shawn Everitt CAO via Julia Bollinger Executive Assistance) has been provided with the BCC information package including summaries, role descriptions, forms, and guidelines for review. CAO, EA CAO and clerk to review on January 8<sup>th</sup> and feedback to come thereafter.

- **7.5 MOTION BY: J. Cobb to accept reports 7.2 to 7.4. Seconded by G. Shute. All in favor. Motion carried.**

### **8.0 New Business**

8.1 July '26 Pork chop meal/drive through. [K. Clarke]. To defer to February due to absence.

8.2 Musical program opportunities. D. Moss-Cornett. Proposed a monthly coffee house (ie. Sept-June) to enjoy beverages, conversation and live music. Set up would be minimal (coffee & tables) and a small corner for performers. The goal is to build relationships. David is willing to connect with musicians and launch a pilot event in the summer '26. He hopes to start in September '26 so that it can be organized and promoted. He will talk to the board to assess what night would be best and not interfere with rentals, especially on the weekend. Together we can trial times. David has connections with local musicians. Prior to covid David ran a music series in Owen Sound which was successful. M. Thompson requested something in writing for the February meeting; synopsis to be emailed to Secretary. Noted it is not for profit. Hope to make it a family event therefore may not promote the bar, but it could be open. Consideration will be given to any similar events in the area so as not to overlap.

8.3 Snow maintenance. G. Shute. BCC sign area to be kept clear. Stakes to go up by propane tank and roadway to be cleared. M. Thompson noted that our doorways need to be kept clear. MoM will also complete snow maintenance, but services may not be timely nor come up to the door. Snow sliding off the east side of the Centre's roof is coming unto the lower extension roof. It is the same area where damage was caused last year to the eavestrough. Steve has been notified to assess.

8.4 Line dancing rental. M. Thompson. On Monday the instructor was approached with the new contract with HST. She noted that if she is going to be charged HST, she would not be back. In the last year they have missed approximately 6 payment dates. We have given consideration to another rental on a sliding scale. Utilities are used. There may have been a past motion regarding # of rentals/yr and discount offered. To verify motion and inform Secretary of date.

- **MOTION BY: John Rankin that for clients who rent more than 10 times a year, they receive a reduced rental rate of the current rental rate inclusive of HST, plus respective licensing fees if applicable. Seconded by D. Moss-Cornett. Majority in favor and motion carried.**

8.5 Festive social. All. Merry Christmas to you and enjoy this magical time of year with your family and friends.

## 9.0 Next Board Meeting

Wednesday, February 11 at 7pm, 2026.

**10.0 Motion to adjourn meeting by M. Thompson, at 8pm, seconded by T. Oakley.  
Thank you all for a great 2025!**

_____	_____
Bognor Community Centre Board Chair	Date
Marie Thompson (or representative in case of absence)	

_____	_____
Bognor Community Centre Board Interim Secretary	Date
Tanya Oakley (or representative in case of absence)	