

OVUC Property Committee

MINUTES

Sept.6, 2017 4:00 PM

Present: Norma Mailman, Dick Clattenburg, Bruce Tymchuk , Helen Seymour

Norma called the meeting to order. The Agenda was approved with additions.

Minutes were approved as circulated.

Correspondence- no correspondence

Old Business-

1. **Signage at Commercial St. corner-** ACTION- Helen will advise Speed Pro to go with the design presented Sept. 7, 2017.
2. **Site sign-** Replacement letters arrived. ACTION: Norma will ask Bill Simpson to pay the remaining \$75.00 on the repairs.
3. **Heat Pump Quotes-** Council did not approve spending at this time but recommended they put them in the 5 year financial plan.
4. **Property Committee Report-** Helen sent the recommendation to the Facilities Committee from Property.
5. **Motion Light-** Bruce did the repair. ACTION: Norma will check it Thursday evening to confirm it is working.
6. **Septic-** Rocky Mountain pumped the septic and reported only the tank closest to the building would ever need pumping. It should be done every 10 years.
7. **Gas card to Louis-** This was given to him. Not sure if all funds have been used to date.
8. **Phone and internet lines-** now working.

New Business-

1. **Storage Container-** We pay \$600 + tax each year for the storage unit. We have had it 3 years. We can have Roscoe's pick it up next March or we can pay the difference remaining from the \$5000.00 initial cost and buy it outright. We do not have the option to rent it another year. Motion: Bruce moved; Norma seconded that it go to Council with the recommendation to pay out the balance for the unit.
2. **Security Code Pad-** We decided to freshen up the number 1 on the pad but leave the code as is.
3. **Office Window has a stone pick-** ACTION: Norma will put clear nail polish on the chip.
4. **Ping Pong Table-** moved to storage unit
5. **Front Door slamming-** ACTION: Bruce will try to adjust it.

6. **Carpet-** Dick reported on a flooring option for concrete floors. It is a non-slip finish. The information will be held for future reference when a new floor treatment is being considered.
7. **Room Divider-** ACTION: Norma will find out where the current screen is being stored and if a replacement is still required.
8. **Committee Member Needed-** ACTION- Helen will place a note in the announcements looking for an additional Property Committee member.

Next Property Meeting – Wednesday October 4, 2017 at 4:00.

Meeting adjourned at 4:30 PM.

Submitted

Helen Seymour

Chair Norma Mailman