

## FEEDBACK MEETING SYNOPSIS

DATE	TIME	DURATION	LOCATION
Mon, March 11, 2019	10:00AM	1 Hour	New Dundee Community Centre
<b>ATTENDEE(S):</b>			
<b>Glenn Cooke - New Dundee Board Of Trade</b> <b>Bob Thomson - Village Caterer</b> <b>Joy Thomson - Village Caterer</b>		<b>Alice Bowman - New Dundee Seniors</b> <b>Marilyn Sararus - Women's Institute</b>	

TOPIC/ITEM	PROPOSAL	DISCUSSION	RESOLUTION
<b>Fridge/Walk-In Fridge</b>	1. Replace walk-in fridge shelving with Stainless Steel  2. New stand-alone fridge with bottom freezer	1. Suggestion to have 'plastic-coated' shelving  2. New fridge deemed necessary	1. Product Comparison indicated Epoxy Coated Wire Shelving would best suit the walk-in fridge  2. Accepted
<b>Storage</b>	1. Replace coffee urn shelving with deep wall cabinet, including doors	1. Suggestion to add space for broom and dustpan	1. Cabinet to be re-configured to add storage for broom and dustpan
<b>Cabinets &amp; Countertops</b>	1. New doors and drawer fronts (Solid Maple)  2. New Hardware 3. New Countertops	1. Suggestion to research Thermofoil Panels  2. No Suggestion 3. No Suggestion	1. Comparison of cabinet materials to include: Solid Wood, MDF, Thermofoil, Melamine, Plastic Laminate and Acrylic Panels 2. Satin Nickel/Stainless Steel 3. Laminate Countertop to compliment cabinet colour
<b>Island</b>	1. Add new gable ends 2. Add new door and drawer fronts and new hardware	1. No suggestion  2. Continue design features from kitchen cabinets to island	1. Accepted  2. Accepted

<b>Sinks/Dishwasher &amp; Faucets</b>	1. No Changes to sinks or Island Top 2. New Dishwasher  3. New standard faucet & new pull-down faucet	1. No Suggestions 2. Suggestion for Hobart dishwasher  3.No Suggestions	1. Accepted  2. Supplier to be sourced for Hobart commercial dishwasher or equivalent 3. Accepted
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**ADDITIONAL ITEM(S) - UNRELATED TO THE KITCHEN UPDATE:**

<b>TOPIC/ITEM</b>	<b>INQUIRY</b>	<b>ASSESSMENT</b>
<b>Stove/Oven &amp; Cooktop (Range)</b>	Issues have arisen with the range. The stove is 31 years old.	The stove at New Dundee has had multiple issues not limited to a pilot light under the cooktop sporadically going out resulting in a gas leak to the kitchen and emergency calls for facility staff. Due to the age of the range and the difficulty of sourcing replacement parts, a proposal to replace the existing range with a new commercial gas range was approved for 2019. (Bob Thomson has requested the cooktop for the new range be 36" as per the existing range)
<b>Range Hood</b>	The ventilation fan in the range hood is very loud.	A service call has been placed. The range hood will be assessed and repaired as necessary.
<b>Painting</b>	Once the kitchen upgrades are complete, will the kitchen be repainted (Marilyn Sararus has suggested bringing the same colour from the 'hall' into the kitchen)	A request for the new paint colour has been submitted. Timeline for the new paint - TBD
<b>Interior Shelving</b>	The shelves inside the cabinets are warped, broken or missing in some areas	Internal cabinet shelving to be added to the RFT upon release for bid. (Glenn Cooke volunteered the BOT to clean, organize and inventory all the dishes upon completion of the kitchen upgrades - Thank you Glenn!)

<b>Microwave</b>	The existing microwave is very small - will not fit a dinner plate or tall cup	New large microwave to be added to the scope for the kitchen upgrades.
<b>'Coke' fridge in bar/servery</b>	The 'coke' bar fridge is old and in need of replacement	The narrow door opening has impeded the search for a replacement bar fridge. The pursuit is ongoing.
<b>Hall Lights</b>	<ol style="list-style-type: none"> <li>1. Suggestion to replace existing bulbs with LED</li> <li>2. Suggestion to return hall lights to multiple switches</li> </ol>	<ol style="list-style-type: none"> <li>1. Light bulbs in New Dundee CC Hall were exchanged for LED bulbs in November 2018.</li> <li>2. Hall lights were not run on multiple switches. There is no existing wiring to allow for multiple switches to be added at this time. Previous switches controlled the stage lights which were removed in 2016.</li> </ol>
<b>Cleanliness</b>	Overall cleanliness of floors and kitchen is a concern	Comments forwarded to Facilities Manager for analysis.
<b>Tables &amp; Chairs</b>	<ol style="list-style-type: none"> <li>1. Tables are old and warped, edges are cracking, temporary repairs are not favourable</li> <li>2. Chairs are stained, dirty, in need of repair</li> </ol>	<ol style="list-style-type: none"> <li>1. New tables for New Dundee CC are forecast to be sourced in 2021.</li> <li>2. Facilities staff have added cleaning and repairing the chairs to their 2019 schedule. Timeline TBD.</li> </ol>
<b>Room Divider</b>	Room divider is old and difficult to maneuver	Comments forwarded to Facilities Manager for analysis. Suggestion to add grease to the track and cut aluminum rail to reduce tension/drag.