

MISTUSINNE COMMUNITY CENTER

The Mistusinne Village Council seeks to support the development of community spirit, along with community involvement and cooperation through the provision of a Community Center. The former village office (the round building) shall be known as the Mistusinne Community Center.

Access to the Community Center

- The Community Center will house the administrative office for the Resort Village and as such, the administrative functioning of the Village will have first priority in using the Community Center.
- In allocating access to the Community Center to the public, priority will be given to activities that are ***open to all members of the community***. Examples could include its use as part of the Mistusinne Golf Fun Day, the Family Fun Day, community coffee gatherings, as a hosting venue for selling golf passes, as a staff room for staff members, and for meetings sponsored by Council.
 - Where such activities have prior approval by Council, there will be no charge for the use of the Community Center.
- The Community Center will also be made available for rent to ***private groups***. Examples might include cottage owners using it for family reunions or private organizations renting it for meetings.
 - Council will establish an hourly rental rate for private users as part of their annual Rate Review.
 - Minimum daily rental fees will be two hours rental; maximum daily rental fees will be seven hours rental.
 - Longer-term leases of the Center will be at the discretion of Council.
 - Where private users are serving alcohol, a permit shall be required.

Booking the Community Center

The Village Clerk will take bookings for the use of the Center and maintain a booking log for its use.

- Ask community groups to first obtain prior approval from Council for its use at no charge.
- Ask private groups to complete and sign a Mistusinne Community Center Rental Agreement.
- Collect all fees for the use of the building.
- Issue a receipt upon collection of fees (maintaining carbon copies for presentation to the Village Administrator), and
 - Turn in fees to the Village Administrator.
- Monitor the condition of the building (before and after use) to see that users maintain the building in appropriate condition.
- Report any needed repairs or upkeep to Council.
- Purchase cleaning supplies and coffee supplies for the building.
- Monitor the signing out of recreation equipment from the building.

Mistusinne Community Center Rental Agreement

Name of Renter: _____

Description of Function: _____

Date of Function: _____

Time building will be used: From _____ a.m./p.m. to _____ a.m./p.m.

Charges collected in advance: \$ _____

Receipt issued: _____ yes

Key issued: _____ yes

The renter understands that the building is to be left in an acceptable condition as per the guidelines stated by the Community Coordinator (or the Village Administrator).

Signature of Renter: _____

Check on building
After function: _____ yes

Condition satisfactory: _____ yes

Return of key: _____ yes

Signature of Village Clerk: _____