

Minutes – MBC BOARD OF DIRECTORS MEETING

21 March 2016 – 7:00 p.m.

Attending: Mike Saker (Chairman), Bryan Palfreyman, Anne Harrison, Ted Hobson, George Anderson, John Merchant, John Perry, Paul Seltzer.

Regrets: Roxanne Lindsay, Helen Steenburgh.

1. **Approval** of BOD Minutes for February 2016 meeting. Motion by George Anderson, seconded by John Perry, motion carried.
2. **Business arising** from former minutes and not covered in committee reports. Nil.
3. **Committee Reports**

3.1 Executive:

Overview : The chairman listed five principal issues to be discussed this evening: directors' insurance; year-end financial results; Blossom Ball update; the Syrian refugee event; and consideration of new board members.

Directors Insurance: Bryan Palfreyman (report attached). Having sourced the lowest possible service provider, Lloyds at \$850 per annum for coverage up to \$2,000,000 Bryan proposed the following motion:

That the Board of Directors approve taking out the proposed policy with Lloyds effective immediately. Seconded George Anderson, motion carried.

3.2 Finance: In Helen's absence Mike tabled a report on the 2015 year-end results (copy attached). It was a successful year (a \$4,179 operating surplus reducing our negative equity by that amount, now -\$27,498). Once again our non-discretionary expenses were covered by MBC generated revenues (excludes donations and grants). Our capital assets grew by \$73,097 due to our capital purchases and expenditures this year (paid by donations, grants and the Line of Credit). Our mortgage liability closed at \$93,450. Our application to increase it to \$250,000 is still be processed by the bank and our lawyer. He also reported that we were late getting our 2016 operating grant application into MODL (\$10,000 in 2015) but he believes that it will be considered after the first round review of on-time applications. However, we likely won't receive the full request. A bring-forward action will be implemented to avoid a future recurrence. Our next challenge is to review progress on our planned projects and to revise our estimates.

3.3 Property: (Bryan). Report attached. We are very busy pushing forward with finishing the Community Room and installing the new kitchen. We met with the proposed tower contractor team and are confident in their approach and thoroughness. The work is expected to start mid July. We'll bring the decision before the board when we have a complete proposal.

3.4 Rental: Bryan Palfreyman. Report attached. Two new tenants: Nick Orlov (small room) and Krystal Retieffe (former industrial arts room). Only one small room now available to rent.

3.5 Communications: George Anderson reported that a proposal to revamp the newsletter will be coming soon.

3.6 Fundraising:

Blossom Ball, (John Merchant): Planning is moving along briskly. The band and a singer have been booked for the 28th May event (same band as BB I). Having only received one catering bid initially, John expanded the search to a total of six providers. He is awaiting responses from three. They are working on the invitation (discussed some of the wording) and plan to offer BB I attendees first opportunity to purchase tickets.

Syrian Refugee Event, (Paul Seltzer): Paul outlined the planning to date of the committee led by Simone Chia-Kangata to be held on Sunday April 3 between 4:00 – 7:00 pm. Our main task will be to help out with setting up the gymnasium with Centre equipment (tables, chairs, projectors, audio, perimeter lighting, etc.). It sounds like quite an event.

3.7 Program: Ted Hobson gave a brief report on Helping Hands indicating that sufficient interim funding has been provided by a number of sources to pay Leslie part time (20 hours per week).

3.8 Centre Fit: Roxanne Lindsay. Nil report. Absent.

4. New Business

The chairman noted that we are down three directors through recent resignations. Directors discussed potential new board members. A date needs to be set for the AGM, most likely in May.

5. Adjournment

The meeting adjourned at 9:10 pm. The next meeting will be 7:00 pm, Monday 18 April.