

## Minutes –MBC Board of Directors Meeting

18 April 2016

**Attending:** Mike Saker (Chairman), Bryan Palfreyman, George Anderson, Paul Seltzer, Ted Hobson, John Merchant, John Perry, Anne Harrison, Helen Steenburgh, Roxanne Lindsay

**1. Approval** of BOD Minutes for March 2016 meeting. Motion George Anderson seconded by Ted Hobson, motion carried.

**2. Business arising** from former minutes not covered in reports. Nil

### 3. Committee Reports

#### 3.1 Executive

Over view: Mike noted that it has been a busy month with the Centre the venue for 3 major events (all requiring parking control): The Lunenburg Folk festival, The Syrian Refugee benefit and The Ralph Hennigar Memorial. All were very well attended.

In time for the Hennigar event there was a major push to complete the Community Room and to get the kitchen to a point where the caterer could use it. A Legacy Final report to the province was submitted to close off their \$12,000 grant. By agreement, the scope of the report was limited to the Ceiling Component of the Legacy Project.

Directors Insurance: (Bryan) Insurance has been purchased to the cost of \$750.00 for Specialty Multi Peril and \$50 for the fact we are a new business. A copy of the policy is in the office.

Ted has produced a draft letter for his volunteers to take to their insurance companies which he is running by an insurance agent to see what is needed. The quest to provide suitable insurance for the Helping Hands Initiative continues.

**3.2 Finance:** (Helen) Rental revenue was down slightly this quarter from last year. This is mainly a result of losing some lease rentals. We now have new lessees; however, their rent does not show in this quarter. Most costs were down a little or basically the same. Maintenance was up but all the work that has been done recently accounts for this. The mortgage reconciliation was presented.

<b>Borrowed</b>	250,000.00
<b>Disbursements</b>	
Mortgage remaining	93,449.93
Interest (1 Jan to 18 Mar)	669.23
Lawyer's fees	2,399.50
In Trust	100.00
Paid to MBC	153,351.34
Less LOC	35,097.81
<b>Remainder to Bank Acct</b>	<b>118,253.53</b>

George questioned the high cost of the lawyer's fees. These were high because the title had not been properly registered following a right of way agreement with the town at the time of the first mortgage in 2008. Question from Ted --- can we show the public our financials? They are presented at the annual AGM and they should be posted on the website. As we are charity we need to have transparency.

**3.3 Property:** (Mike) The older boiler failed at the end of March. It was decided to replace it with a new high efficiency (85%) boiler that will use considerably less oil. The added cost should be recovered in 2-3 years (a 10% reduction in oil consumption is \$3,000 per year; the furnace itself costs \$10,888); life expectancy of 20-25 years. Mike has applied to the provincial government for a grant to help with the cost that is expected to be possibly as much as \$25,000. The new boiler will need to be installed by the end of September. John Merchant suggested we also see if we can get some sort of rebate for replacing an old unit with a high efficiency one (Nova Scotia Power?). We will examine other possible sources of funding.

As part of our kitchen renovation we have added a 60 gallon hot water heater to the domestic hot water system currently served by a 40 gallon heater. The high speed dishwasher will require this added capacity.

Bryan, Roxanne and Mike need to update estimates for our various projects to identify the additional funding required to bring them to completion. This will define our fundraising target for 2016.

Our annual spring clean up party will be held Saturday May 14 2016. Paul Seltzer to organise.

**3.4 Rental:** (Bryan) Only one small room left to rent. We need to clean out the chem lab and replace the flooring as Krystle Retieffe will move in there if/when Birdsall/Worthington take over the former Industrial arts room that she is in.

**3.5 Communication:** (George) Will look at posting an ad in Lighthouse Now thanking the town of Mahone Bay and MODL for their financial contributions.

There have been comments that the monthly news letter is not effective: there is insufficient timely news about what is going on. George has proposed two alternative approaches. It was decided that a weekly "What's On at the Centre" would be the way to go with links about the events to the website.

Anne suggested as we want to build the sense we are a community that information about our lease renters in the news letter would be a good idea. Perhaps a little write up as new people came on and a link to their website. Bryan cautioned it might make them a target for other office-providers and some people may not want the exposure. This will have to be done on a case by case basis. The communications committee will explore this idea.

**3.6 Fund Raising:** (John Merchant) The Blossom Ball is coming along. The food is being handled by "Oh My Cod". The band is booked and Reid Campbell will be playing the piano during dinner. John asked that we call and remind the people who have been sent pre invitations that the deadline is April 22 and then we will start to advertise to the public. John gave out a sheet with list of people he has sent initial enquiries about donating to the Silent auction. He would like the board to see if they can add to this list and let him know who they have contacted. He has a letter which he will send to us that we can use for initial contact

Paul Seltzer reported the refugee event went very well. The organisers were extremely happy with what the centre provided; they exceeded their expectation raising just over \$7,000.

**3.7 Program:** (Ted) In 2015 Helping Hands averaged 14 help events a week. So far in 2016 we are averaging 18 a week. Last Wednesday we had a volunteer potluck lunch to honour our volunteers during National Volunteer Week. We were joined by several representatives from the official healthcare system and our three expansion communities). We have now received \$27,000 from the NS Health Authority and \$20,000 from the NS Seniors Department for this fiscal year. This will allow us to keep Leslie Taylor, our Community Coordinator engaged for the next 12 months, working with the three expansion communities already underway, and extending to Bridgewater and Liverpool. Our proposal to the federal government (along with a coalition of 15 other organizations) for a \$1.2 million three-year project on social isolation, is still under review in Ottawa.

(Anne Harrison) Lifelong learning is rolling along. SCANS has 3 programs running this spring but they are struggling to get people to join the organization.

Memory Café is doing very well and will be doing more marketing. They have been getting tremendous support from Health Department, The VON and The Alzheimer Society. They won a \$1,000 donation from The Awesome Foundation of the South Shore. This will be used to develop a resource centre. These could be provided by Donna Ray "Keeping Busy Inc." She produces learning resources for people with dementia.

The five aerial photos now hanging in the Centre were taken by Christian Herridge, printing donated by Printers Corner and framed by Tim Arsenault. These are helping with our quest to make the Centre more visually appealing and alive.

**3.8 Centre Fit:** (Roxanne) Nothing to report

**4: The AGM** will be held on Monday, May 16 2016 at 7:00pm. In addition to a slide show similar to last year, Mike suggested that we produce a printed handout of key events and activities that occurred in 2015. He will produce an outline and solicit input.

**5. New Business:** (Bryan) The Wooden Boat Festival is being revived, Natal Day or Sept 9 2016. All agreed we should be involved in some way.

**6. Adjournment:** The meeting was adjourned at 8:55pm. Next meeting will be a pre-AGM meeting 7:00pm, Monday 9 May.