

MAHONE BAY CENTRE
Board of Directors Meeting
Monday, October 17, 2016 at 7 p.m.
at the Mahone Bay Centre

Present:

Michael Saker (Chairman), Helen Steenburgh, Roxanne Lindsay, Teresa Patterson,
Veryan Haysom, Anne Harrison, Moira Devereaux
John Merchant,

Regrets: Ted Hobson, John Perry, Bryan Palfryman

Guest: Paul Seltzer, Honourary Chairman

1. CALL TO ORDER

The regular meeting of the Mahone by Centre Board of Directors was called to order at 7:05 p.m. by Chairman, Michael Saker.

2. MINUTES

2.1 Approval of Minutes

MOVED by Veryan Haysom that the minutes of the meeting of September 19, 2016 be accepted amended. Seconded by Roxanne Lindsay. **Motion Carried**

(Amendment is corrected spelling of Mike Soares and Helen Steenburgh)

3. BUSINESS ARISING FROM FORMER MINUTES NOT COVERED IN COMMITTEE REPORTS

None

4. COMMITTEE REPORTS

4.1 Executive Overview

Mike Saker reported that Chase Sutherland would be unavailable for the presentation of the work on the Tower Project as planned and that a later date would be set.

A number of young people were seen on camera running around in the kitchen. Coffee was found strewn on the floor. Some discussion was held regarding what could be done about the minor vandalism. It was suggested that it would be difficult to figure out who the vandals were as the camera did not present a clear picture. Discussion also centered on the fact that the cameras were installed in order to find out who is responsible as this has happened previously.

4.2 Finance

Helen Steenburgh presented the financial report as of the end of September. There is a holdback of \$4,000.00 for Chase Sutherland for the Tower Project. All of the current Accounts Payable have been paid. \$5,000.00 operating funds have been deferred for the Bursary fund. The Tower Project is now in the final stages. The total is \$138,746.22 with \$134,422.00 having already been paid. The Book Sale brought in \$8111.76, with the Café showing an income of \$519.00 for a net profit of \$8631.00.

There is still an HST return to be received for \$6,000.00

The furnace fund has raised \$8450.00 with an additional donation received early in October of \$1000.00 from Anne Freeman.

Ron and Anne Lewis also donated \$1,000.00

MOVED by Anne Harrison that the budget report be accepted as presented. Seconded by Roxanne Lindsay.

Carried

4.3 Property

Mike Saker reported that the new furnace will require a liner. He also reported on the cost of a new furnace. In order to meet the requirements of ACOA grant funding a commitment of funds from Mahone Bay Centre is required. To that end, the following motion was offered.

MOVED by Mike Saker To commit \$17,700.00 plus HST for a replacement boiler, the amount equivalent to the purchase price of the minimally acceptable solution of a boiler with a steel heat-exchanger. Seconded by Helen Steenburgh.

Carried

Mike reported that the gutters across the front of the old school, down the east side would be replaced. A sample of the gutter style to be used was shown to the board. The west and south sides will not be done until later. Above the gymnasium door and behind the back side of the office will also be done for 30-40 feet. A proposal from Metro Gutter for a total of 288 feet of gutter was received for a total cost of \$5407.00. This will include gutter protection and down spouts and will be installed over 6 months.

MOVED by Mike Saker that the gutter proposal of \$5407.00 be accepted and that the contract be finalized. Seconded by Anne Harrison.

Carried

Mike reported that the community is pleased with the new tower as is the board. The abatement work that was necessary is now completed. There is a small repair still to be done on the staircase and Chase Sutherland will complete that at a later date. The final disclosure shows that the Tower project came in under budget.

4.4 Communications

There are some BIOS that are missing from the website. A photo is also required to accompany the BIOS. It is requested that anyone who has yet to submit a BIO do so right away. This should be sent to Kelly. If you need a photo to be taken, Kelly can do that in the office.

4.5 Fundraising

John Merchant reported that the art show guaranteed contribution is now set at \$1,000.00. He also said that Sally is doing a great job of organizing this event.

With regard to the Christmas Book that was present at the meeting of September 19, 2016 John reported that he will be meeting again this week with the publisher. He said that we can buy the book for a cost of \$6.00 + GST from the publisher. The suggested retail price is between \$15.95 and \$18.95. John feels that \$16.95 would be a good price for us to charge. The publisher has offered a 120 day grace period for payment.

Some discussion regarding the number of copies was held. It is suggested that we purchase 500 copies with distribution to be 250 units through direct sales and the other 250 to be offered to resellers at a discount of 20% making their cost \$13.56.

Further discussion generated a number of ideas regarding distribution. A marketing plan meeting will be held in order to finalize the distribution issue.

In order to get the books printed in time for the Christmas shopping season, an order must be placed right away.

MOVED by John Merchant that we agree to purchase 500 copies of a "Victorian Nova Scotia Christmas" at a cost of \$6.00 + GST provided that the date of delivery is no later than November 18th. Seconded by Roxanne Lindsay.

Carried

Helen Steenburgh and Teresa Patterson presented a proposal for a joint venture between South Shore Players and the Mahone Bay Centre for an

event on Valentine's Day Event, to be held on Tuesday, February 14, 2016. The venture would see MBC providing the gymnasium, the kitchen facility and dishes, sharing the bartending duties and set-up of tables and the cost of sweets and snacks and the purchase of wine.

A tentative budget was discussed including these costs and ticket prices set at \$25.00 per person. Wine would be sold at \$5.00 per glass.

South Shore Players will provide the entertainment, plus music and any costuming.

The net profit would be split 50/50 between both MBC and SSP. Potential profit is approximately \$600.00 for each.

Helen and Teresa answered questions from the board.

The general consensus is that we should go ahead with this venture.

A proposal was received from Laurel Darnell to provide the Ralph Hennigar room to Laurel two other performers for a Christmas Show to be held on December 20, 2016. She and two friends, Cynthia Myers and Sue Evans will perform three monologues by various authors, plus original skits and a finale of singalong seasonal tunes. A price of \$20.00 per ticket with 50 tickets to be sold would see an income of \$1000.00. The trio would take \$350.00 leaving the MBC with \$650.00 that could be used toward the furnace fund.

The general consensus is that we should go ahead with this venture.

4.6 Program

Roxanne Lindsay reported that Centre Fit is ongoing and that two new memberships have been sold this month. The members were very pleased with their orientation.

5. NEW BUSINESS

Paul Seltzer has requested that Mahone Bay Centre purchase and place a wreath for the November 11th ceremony at the Cenotaph. Mike Saker will do the honours on behalf of the Centre.

MOTION that the Mahone Bay Centre purchase a Remembrance Day wreath at a cost of \$50.00 for the ceremony at the Cenotaph.

Carried

Roxanne Lindsay talked about a community offering in Yarmouth which has community members meeting weekly to play bridge, cribbage, scrabble or other games or activities. They have a potluck lunch and pay a \$2.00 fee at each gathering. Roxanne thinks this might be an idea for the Centre. It would not be limited to Seniors. A formal presentation will be made by Roxanne at the next meeting.

Anne Harrison suggested that members of MODL be invited to the centre for a tour.

6. ADJOURNMENT

MOVED by Helen Steenburgh that the meeting be adjourned.

Carried

The next meeting will be held November 21, 2016.

Minutes submitted by: Teresa Patterson

Approved by: Michael Saker