

**MAHONE BAY CENTRE**  
**Board of Directors Meeting**  
Monday, November 21, 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, Ted Hobson, Bryan Palfryman  
John Merchant,

**Regrets:** John Perry,

**Guest:** Paul Seltzer, Honourary Chairman

**1. CALL TO ORDER**

The regular meeting of the Mahone Bay Centre Board of Directors was called to order at 7:06 p.m. by Chairman, Michael Saker.

**2. MINUTES**

**2.1 Approval of Minutes**

**MOVED** by John Merchant that the minutes of the meeting of October 17, 2016 be accepted as circulated. Seconded by Anne Harrison.

**Carried**

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

None

**4. COMMITTEE REPORTS**

**4.1 Executive Overview**

Mike Saker reported on the upcoming Father Christmas week as being the busiest ever. In addition to our traditional Father Christmas activities the MBC will be hosting the Fantasy Land that used to be held in Suttles and Seawind's barn and a One Size Fits All art show that will take place in the Learning Centre, room 202.

An Operations Order detailing all of our requirements was reviewed. It outlines all of the activities at the MBC and designates the respective responsibilities of the Mahone Bay Centre (MBC) and the Mahone Bay Area Chamber of Commerce (MBACC). The Father Christmas festival is under the overall management of the Chamber.

Mike noted that there has been a perception that the MBC does not live up to its end of the venture by producing sufficient volunteers. This perception is somewhat clouded by the reality that most Chamber FC volunteers are also MBC members. In any event, it is a very busy time for

us, especially this year and he looks forward to volunteer support from us all.

Ted Hobson noted that there is not enough emphasis placed on the amount of work that goes into the Gingerbread Decoration and Charlie Brown tree events that are offered through the Museum. These events also take place in the Centre.

An informational email will go out to members on Wednesday regarding the Father Christmas Festival.

**Notes:**

**Refreshments:** The Independent School students will make treats to be sold in the kitchen. MBC will supply the ingredients and the students will do the work as a community service. All proceeds will go to MBC.

**Art Show:** An opening reception for the art show will go from 3 p.m. – 6 p.m. on Friday.

**Sunday Tear Down:** It is estimated that the tear down on Sunday will take approximately 2 hours.

An email will be sent to members seeking volunteers for the decorating committee which is being headed up by Anne Benitz.

Helen and John have offered to serve in the kitchen café. This is a first time event which will provide visitors the opportunity to have light refreshments in a warm environment.

## 4.2 Finance

Helen Steenburgh presented the financial report as of the end of October, 2016. It shows a total of \$76,602 in our bank accounts, which after allowing for commitments to Helping Hands, the Boiler replacement (\$11,050) and projected costs to end November leaves us with \$16,445 unencumbered. This is a good result for this late in the year; it also is a reflection of the reality that our cash was increased by \$155,000 with the remortgage earlier in the year.

The Tower Project is fully paid at \$138,746 (including HST). Furnace donations are still coming in with \$1,000 cheques being received recently from two of our faithful and generous members.

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

**Carried**

## 4.3 Property

**Eavestroughing:** MetroGutters is expected to install new commercial grade gutters this week.

**Boiler Project:** this week is the earliest we can expect to hear from ACOA regarding our grant application for the boiler. Mike reported that

in speaking with ACOA, the chances of receiving this grant are looking good. On that basis he would like the board to authorize the executive to purchase the more environmentally responsible option.

**MOVED** by Teresa Patterson that the Mahone Bay Centre Executive, subject to their assessment of affordability, enter into a contract with Bailly's Fuels for the cast iron boiler at a projected cost of \$30,400 plus HST. Seconded by Helen Steenburgh.

**Carried**

**Odds and Sods:** Mike reported on a number of issues related to property matters:

- From time to time we find some of the stairlift keys turned off. Kelly has noted that most incidents are discovered on mornings following Cheers practices where many of the kids range throughout the building. She has spoken to the Cheers leaders about this problem. A recent alarm was eventually traced to tampering with a relatively obscure manually-operated device on one of the chairs. Fortunately, with the timely assistance of an Independent School teacher, a local (unqualified) Harding Medical technician was able to resolve the matter, thus saving us the otherwise more costly option of dispatching a technician from Moncton.
- An upset Alternative School student punched out a fire-door window and will pay for the repairs which are expected to be done this week.
- A defective urinal in the old school will be examined this week.
- The pendant light fixtures in the kitchen will be installed tomorrow. Roxanne will purchase the appropriate bulbs.
- The front steps are ready for asphalt where they meet the roadway.
- Anne has asked for a bulletin board to be mounted in the Seniors' Room.
- Mike noted that one of our stalwart property volunteers, Dick Green, has departed for their winter domicile in Florida. He usually spends four mornings a week volunteering for property chores; he will be greatly missed. .

#### **4.4 Rentals**

A massage therapist will take over room 305 from the departing occupant in December. .

The large conference room has been rented by the Chamber for the Father Christmas Fantasy project. 30% of the proceeds will go to the Mahone Bay Centre.

#### **4.5 Communications**

Several BIOS are still 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**

- i. John Merchant reported that the Art Show is ready.
- ii. At 7:00 pm on December 20<sup>th</sup> a trio known as Crafty Women (with Laurel Darnell) will put on a Christmas performance at the Centre. The tickets are \$25 each which includes the performance plus a reception that we will sponsor. Crafty Women will take \$350 and the remainder of the proceeds will come to the Centre. Thanks to Laurel.
- iii. The potential profit from the sale of the Victoria Christmas book is \$5,000. It is suggested that promotion posters be sent out to our friends by email. Retailers will be approached to display the poster on a stand in their stores. Bookmarks will be left with the display for give away. Suggested retailers are The Teazer, Restaurants, and the Lunenburg Market. Helen explained that if the books are only on sale for a specific amount of time, then no GST needs to be charged.
- iv. John noted that there are 190 copies of a book by photographer Sherman Hines that are available to us for \$1.00 each. We could feasibly sell them for \$5.00 each after Christmas. This will be revisited at the January meeting.
- v. John also suggested that we consider a one night only event fashioned similarly to the Idol programs. We could market it as South Shore Idol.

#### **4.6 Program**

- i. Ted Hobson reported that Frank Burgoyne has submitted an estimate for a non-owned auto policy for Helping Hands as of October 21, at \$250 per year.
- ii. Documents have been collected for coverage of nine active volunteers to date. It will take time to gather these for all volunteers. Ted reported that there were over 800 help events for the year. A task force has been formed to approach the province for funding to cover the cost of transportation to appointments and government recognition of volunteers.
- iii. Ted has been named to the Advisory Board of Patient Family and Public Advisory Council. There are 12 members on this board and a press release will be seen in a week or two.
- iv. Anne Harrison and Paul Seltzer explained the concept for the Mahone Bay Centre Café . The café would be held once a month with a focus on social issues. Donations would be accepted from participants to cover costs.

- v. A Hi Neighbour potluck is scheduled for January 15, 2017. Subsequent luncheons would be held on the 4<sup>th</sup> Thursday of each month.

**MOVED** by Paul Seltzer that a café committee be established to provide Information to the public regarding the Mahone Bay Centre Café. Seconded by Ted Hobson .

**Carried**

**4.7 Centre Fit**

Roxanne reported that Centre Fit is continuing to be utilized on a regular basis.

**5. NEW BUSINESS**

Mike Saker reported that our federal Legacy Grant requires us to hold a public recognition event. He is planning a Grand Opening Event in January which would include: the Legacy Project, the Accessibility Project, and possibly the Boiler Project. Bernadette Jordan would attend for an afternoon gathering with tea and coffee, hopefully with students of our two schools in attendance.

On 18 October Mike sent a congratulatory email to Michael Ernst on his reelection. Mike was seeking advice on how to better inform MODL councilors about the Centre. After providing his suggestions, Michael Ernst also mentioned his idea of possibly holding a regional conference on Prosperity at the Centre later in the coming year. Mike responded that we would be very interested in such an event.

A suggestion was made that we invite the HUB to tour our facility in the New Year. We would see the HUB as key organizers and participants in any prosperity conference.

**6. ADJOURNMENT**

**MOVED** by Ted Hobson that the meeting be adjourned.

**Carried**

The next meeting will be held December 19, 2016. Refreshments will be served after the meeting. Helen Steenburgh volunteered to arrange.

Minutes submitted by: Teresa Patterson

Approved by: Michael Saker