

2017.05.02

**MAHONE BAY CENTRE**  
**Board of Directors Meeting**  
Monday May 15, 2017 at 7 p.m.  
at the Mahone Bay Centre

**Present:**

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

**Regrets:** John Perry, Ted Hobson, Vervan Haysom

**Guests:** Paul Seltzer, Honourary Chairman

**1. CALL TO ORDER**

The regular meeting of the Mahone Bay Centre Board of Directors was called to order at 7:00 p.m. by Chairman, Michael Saker.

**2. MINUTES**

**2.1 Approval of Minutes**

**MOVED** by Bryan Palfreyman that the minutes of the meeting of April 18, 2017 be accepted as distributed. Seconded by Teresa Patterson.  
**Carried**

**2.2** Mike noted that Elizabeth Ross has respectfully declined to sit as a board member, due to a sudden family illness.

Mike welcomed three new board member candidates: Chris Heide, Judy Savin and Sandra Conrad. Board members and newcomers introduced themselves and gave a brief overview of who they are and what they do.

**3. BUSINESS ARISING**

No business arising that is not covered in committee reports

**4. COMMITTEE REPORTS**

**4.1 Executive Report**

Mike reviewed Ted Hobson's resignation email for the benefit of the guests, explaining what had taken place with Helping Hands and why it was decided to pass it over to the VON. Further explanation is noted in the special meeting of March 6, 2017.

Anne Harrison noted that the transition of Helping Hands to the VON is taking place and going well.

The chairman noted that despite the unfortunate circumstances surrounding this resignation, Ted Hobson has made an exceptional contribution to the community during his 11 years on the board of the

MBC, in particular regarding seniors' issues. In due course the Centre will hold a special tribute where the community may express its thanks to the Hobsons.

#### **4.2 Finance**

Helen Steenburgh reviewed the Cash Balance Report of 12 May which shows, after accounting for all in-hand invoices, an unencumbered cash balance of \$8,759. However this balance does not account for known requirements of work remaining on the kitchen and front steps, and the completion of eavestroughing replacement on the old school. Typically for this time of the financial year, our finances are tight.

Helen then reviewed the 2016 Financial Statements to be presented at the Annual General Meeting on 29 May. 2016 was a year focused on capital expenditures (tower, kitchen and front stairs) and new funds obtained by remortgaging the facility. We finished the year with a minor surplus of \$1,797.

This being Helen's last meeting, prior to her departure for Kemptville Ontario, the chairman thanked Helen for her contribution to the MBC and the board and wished her well in her new venture.

**MOVED** by John Merchant that the cash balance report be accepted as presented. 2<sup>nd</sup> by Roxanne Lindsay.

**Carried**

**MOVED BY** Anne Harrison that the 2016 Financial Statements be approved for presentation at the AGM on May 29, 2017. 2<sup>nd</sup> by Moira Devereaux.

**Carried**

#### **4.3 Property**

The annual property clean-up was organized by Paul Seltzer this past weekend. Thanks to Paul for organizing this. Helen Steenburgh reported that she and Paul spent most of their time removing the excess brush that had been left behind after the Christmas Fantasy and that those involved should be responsible for its removal at the time. Once again Jack Whynot volunteered his time and front end loader to fill pot holes and reposition curb stones.

A special effort was made by Charles Maginley and Anna Davison to vacuum the attic in the old school. A crew emptied the majority of the items and fixtures in the old Chem lab and transferred them to the storage space behind the seniors' room. This is in aid of prepping the Chem Lab for some needed refurbishment to make it lease-rentable. Thanks to all who contributed.

#### **4.4 Rentals**

Bryan Palfreyman gave some background on rental properties for the benefit of the new prospective directors. Just over half of the usable space

in the building is devoted to lease rentals which are a mainstay of our financial solvency. At any one time we typically have one of the 22 - 23 lease spaces vacant as a result of normal turnover. We are currently experiencing some turn over which will provide for new lease opportunities.

#### **4.5 Communications**

No report at this time.

#### **4.6 Fundraising**

John Merchant reported that Prairie Sea is scheduled for the 23<sup>rd</sup> of June as a three way venture with the Mahone Bay Centre, Lighthouse NOW and Prairie Sea. Estimated ticket sales are 250 at a cost of \$20 each. The estimated expenses are \$500.

There was some discussion about the use of the stage for the musicians. The general consensus is that the stage would prove to be more beneficial than performing on the floor.

The Salt Box Brewery will supply the beer for this occasion at a price yet to be determined. A Wine Bar will be provided by the MBC.

Posters are ready for distribution and some members will volunteer to do this. John will provide a list of vendors who are willing to carry posters.

Some discussion took place regarding the naming of rooms in the MBC building after prominent local families. The target would be \$25,000 per room using regular donation protocols. On-line crowd funding cannot provide tax receipts. This fund raising project will be launched in September. The board, by consensus, approved this project in principle.

#### **4.7 Programs**

Anne Harrison reported that our on-going LLL programs are running well. The chairman thanked Anne for her four years of service on the board, in particular for her focus on seniors (Memory Café) and her keen involvement with LLL and CentreFit.

#### **4.8 Centre Fit**

Moira and Roxanne reported that they are still looking for someone to provide initial training on our equipment.

#### **4.9 AGM**

Mike outlined the format for the upcoming AGM on May 29. As per past AGMs he will present a slide presentation on the key activities, events and highlights of the year. Mike will also explain what has happened with Helping Hands. He has invited Chase Sutherland to do a presentation about the work on the Tower.

The election of directors will take place followed by a reception in the kitchen. Judy Savin, Moira Devereaux, Sandra Conrad and Roxanne Lindsay have volunteered to take care of the provisions for the reception.

**5. NEW BUSINESS**

Nothing to report.

**6. ADJOURNMENT**

**MOVED** by Helen Steenburgh that the meeting be adjourned at 8:45 p.m.

**Carried**

The next meeting will be held on Monday, June 19, 2017

The AGM will be held on Monday, May 29, 2017

Submitted by Teresa Patterson

Approved by Mike Saker