

2017.07.02

MAHONE BAY CENTRE
Board of Directors Meeting
Monday 17 July, 2017 at 7 p.m.
at the Mahone Bay Centre

Present:

Michael Saker (Chairman), , John Merchant, Veryan Haysom, Bryan Palfreyman, Moira Devereaux , Sandra Conrad, Judy Savin, Chris Heide,.

Regrets: Teresa Patterson, Roxanne Lindsay,

Guests: Paul Seltzer, Honourary Chairman

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.

1. **MINUTES MOVED** by Sandra Conrad seconded by Veryan Haysom that the minutes of the meeting of 17 June, 2017 be accepted. . **Carried**

2. **BUSINESS ARISING** from former minutes not covered in committee reports:

After the Bell. Veryan reported that he met with MBC's ATB leader, Maria Viniegra Cruz, who stated that she is happy with the program so far and willing to continue in the fall. Martha Jackson will be taking over the Bayview school end of the program from Selena in September. Veryan will meet with the Provincial Sports and Recreation program representative next week. Allocated funding will be less than last year (\$2,500 or \$2,500 less?). Our application must go in by 31 July. Kimble Meagher, previous board representative, is assisting.

3 **COMMITTEE REPORTS**

3.1 Executive Report

The chairman tabled a draft Responsibility Matrix which allocates responsibilities for various areas amongst board members. In principle, directors will be involved in more than one area, with a single lead assigned: generally, working together eases the load and improves outcomes. Directors were asked to review the draft document and to discuss it with colleagues, particularly if they wish to become involved in other areas. Feedback to the chairman would be appreciated. A discussion ensued on the merit of having brief written reports circulated before board meetings to pass on routine information and to help focus board meeting discussion on important issues.

Moved by Chris Heide, seconded by Sandra Conrad that, where appropriate, relevant reports should be circulated two days prior to meetings so that the board can direct its attention to the more urgent issues. **Carried.**

3.2 Finance

Mike Saker presented the cash balance report and explained that after paying for all outstanding invoices and allowing for near-term reserved funding (\$10,855 for Helping Hands) we have \$11,257 cash unencumbered. The main increase from last month is the receipt of \$7,500 (three quarters of our MODL 2017 operating grant). This additional funding will allow us to proceed with eavestroughing the old school building.

MOVED by John Merchant, seconded by Chris Heide that the cash balance report be accepted as presented. **Carried.**

3.3 Property

Bryan reported that the Independent School will be renting a small office space in the new wing, in addition to their room in the old school. They are requesting some alterations to the new space which are under review.

3.4 Rentals

Bryan Palfreyman reported that the SSRSB has agreed to another year's lease for the Alternate School, including an additional \$260 per month fee for the use, as required for guidance counsel interviews, of the small conference room during school hours.

We recently rented the gym for a wrestling event that used to be held in the Blockhouse Fire Hall; they shifted to the MBC gym because the new fire hall is insufficient for their needs. We are expecting future booking.

John mentioned that the Antique fair will be looking for additional rental space: the exercise room across from CFit is targeted (this space is expected to be rented to a Yoga teacher full time on a three month trial basis; she will allow the Antique fair to use the space).

Heading into September we expect to have one small office space, the former chemistry lab and the former industrial arts room vacant.

3.5 Communications

No report at this time.

3.6 Fundraising

John Merchant reported that the ticket sales for Prairie Sea concert were disappointing. About 60 tickets were sold yielding a net profit of \$168.80 --- this after Lynn Hennigar and John personally shouldered some of the expenses. It would appear that sponsoring concerts such as this are risky, particularly in the summer months when so much else is going on. Despite the poor results, John asked the board to donate \$200 to the Now Lunenburg cross-country tour being undertaken by Tina Hennigar next month. The board agreed.

John continued or discussion regarding a fundraising campaign to support the naming of one of our rooms to honour David and Heather Abriel who had been such solid supporters of various activities in the Centre, town

and area. Roxanne will approach the children to determine if they would support this idea. It was agreed that the fundraising target would be \$25,000 and that the funds would go towards needed MBC capital improvements, some of them being redecorating of the Seniors' room (the likely room to be renamed).

3.7 Program

The South Shore Regional Library is reoffering its program on Computer Literacy for Seniors. Details to follow.

3.8 Centre Fit

Mike said that after 5 years of operation a program review of Centre Fit will be scheduled for September.

5. NEW BUSINESS

Nothing to report.

6. ADJOURNMENT

The meeting adjourned at 8:30 p.m.

The next meeting will be held one week later than usual on Monday, 28 August, 2017. This will allow John Merchant to attend and propose a plan for the \$25,000 fundraising campaign.

Submitted by Judy Savin

Approved by Mike Saker