

2018.01.02

MAHONE BAY CENTRE
Board of Directors Meeting
Monday March 19, 2018 at 7 p.m.
at the Mahone Bay Centre

Present:

Michael Saker (Chairman), Teresa Patterson, Bryan Palfreyman, Chris Heide, Veryan Haysom, Moira Devereaux, John Merchant,

Regrets: Sandra Conrad, Roxanne Lindsay.

Guest: Paul Seltzer, Honourary Chairman
Mary Ann Hiltz

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

Approval of Minutes

MOVED by Chris Heide that the minutes of the meeting of November 20, 2017 be accepted as amended. In 3.8 Moira noted that no consent form was required for an assessment by Moira. Seconded by John Merchant.

Carried

2. BUSINESS ARISING

No business arising from the previous minutes.

3. COMMITTEE REPORTS

3.1 Executive Report

Michael Saker talked about the upcoming AGM and that a date should be set for May. John Merchant has suggested Lettie Maloney and Chelsea Hahn as a possible board members. It was further suggested that a list of people who may be good members for the board should be developed including skill sets.

We will require a maximum of 15 board members.

The nominating committee will be the executive committee.

Jim Drenen who is running in the municipal election as a Council member asked if he could post signs on MBC property. The general consensus is that we should remain apolitical.

3.2 Finance

Chris Heide presented the treasurer's report (see attached). Chris reported that we are currently sitting with a surplus of \$6758.95.

Chris will have documents ready for the CRA and for the AGM.

Many thanks to John Merchant and Lynn Hennigar for their hard work on the Abriel fundraising.

MOVED by Chris Heide that the financial report be accepted as presented
Seconded by Bryan Palfryman.

Carried

3.3 Property

The board members walked through the two rooms being renovated. The Worthington Room is almost complete and ready for occupancy.

The Abriel Room is in progress. Mike and Bryan described the type of flooring to be installed and explained that the wiring has all been redone, the washroom expanded to allow wheelchair access. The stage has been raised and electrical is installed in front of the stage and on the back wall. The new light fixtures are ready for installation.

3.4 Rentals

Bryan Palfryman reported that the food bank room is in the process of repainting, and new flooring will be installed shortly.

The Printers Group and the art courses will be moved to the Industrial Arts room which will create extra room for expansion.

3.5 Communications

The monthly newsletter went out today and Mike noted that it should be proofread more thoroughly beforehand.

3.6 Fundraising

John Merchant presented an idea regarding the Lunenburg Arts Council called "Art Attack". It could be a partnership opportunity.

John also talked about the Mahone Bay Centre being used long term for business meetings. Some discussion took place.

Teresa Patterson thanked the board members for their participation in the Valentine event with South Shore Players. She expressed that there were very few people who helped with the clean-up the morning after the event

and expressed the need for committees from both partnership member groups to assist with the tear down. She also suggested that we consider presenting the Valentine's Day event on the nearest Saturday to the 14th.

3.7 Program

Veryan Haysom report that the Junior High students in the After the Bell program are not showing up. He suggested that the time for the younger members from grade five and six be extended by half an hour.

Lifelong Learning continues.

3.8 Centre Fit

Moira Devereaux reported that there were 20 new members signed up this month, 10 renewals are scheduled for March. She held the under 18 workout orientation.

Moira said that adequate equipment and more space are required.

Moira suggested that perhaps the yoga classes could move upstairs so that CentreFit could take over that room and make it easier and more attractive to expand membership.

It was further suggested that passes be made available to the B & B's in town so that patrons would be able to use the facility during their stay in town.

4. NEW BUSINESS

4.1 Strategic Planning

Mary Anne Hiltz presented plans for future planning. She noted that strategic planning can be straightforward. The starting point would see us doing a SWOT analysis which would include Strengths, Weaknesses, Planning, Threats, Challenges and Opportunities.

Mary will facilitate the program. There should be a review of the current mission statement. We would also look at the strategic and operational planning and look at the differences.

These sections can be done in stages rather than an all- day or weekend sessions.

There will be no cost involved as Mary will contribute her time and expertise.

Mike asked for volunteers to head up this strategic planning session with John Merchant and Chris Heide assisting.

5. ADJOURNMENT

MOVED by Teresa Patterson that the meeting be adjourned at 8:30 p.m.

Carried

The next meeting is to be held on April 16, 2018.

Submitted by Teresa Patterson

Approved by Mike Saker

Mahone Bay Centre – Treasurer’s Update, March 19, 2018

Along with this report are the final 2017 Treasurer’s Report Balance Sheet, and Income Statement. Our year-end Operating surplus is \$6,758.95 so that is good news. Better news is that we have healthy deferred revenue items on the Balance Sheet that will allow us to do the bulk of the necessary work on the Abriel Room in this fiscal. These reports will shortly be reassembled into the official financial statements for the year and that should present a clearer picture for the layperson.

The 2017 year end closing was a big learning curve for me as your new Treasurer. Many thanks to Mike and Jan! As we only settled these items last week, Jan has not had time yet to complete the 2018 postings so I do not have any “current” documents for tonight.

Sorry for the late delivery of these docs. If anyone has questions arising please let me know either tonight at the meeting or by follow-up email later.

Thank you,
Chris Heide, Treasurer.

