

2018.5.02

**MAHONE BAY CENTRE**  
**Board of Directors Meeting**  
Monday May 23, 2018 at 7 p.m.  
at the Mahone Bay Centre

**Present:**

Michael Saker (Chairman), Teresa Patterson, Bryan Palfreyman, Chris Heide, Veryan Haysom, Roxanne Lindsay, Sandra Conrad, John Merchant,

**Regrets:** Moira Devereaux,

**Guest:** 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**

**Approval of Minutes**

MOVED by Veryan Haysom that the minutes of the meeting of April 16, 2018 be approved as presented with the following amendment: In section 3.4 Rentals, Susan Lohnes should read Susan Lohnes Croft.

Seconded by John Merchant.

CARRIED

**2. BUSINESS ARISING**

No business arising from the previous minutes.

**3. COMMITTEE REPORTS**

**3.1 Executive Report**

Mike Saker noted that this would be the last meeting of this particular board as a number of new members would be sworn in at the AGM and several members would be vacating their seats at this time. He also mentioned that he would be leaving his seat as chairman but would remain as a board member to assist with the transition to the new members. The AGM is scheduled for Wednesday, May 28, 2018 in the Ralph Hennigar Room.

**3.2 Finance**

Chris Heide reviewed his financial report. Payments and receivables are up to date. The deferred revenue amount is \$35,000 + with an adjustment of approximately \$6,000.00 which is already expended. The final figure is \$31,864.58.

There is still work to be done on the Abriel project and this will be paid out incrementally so there should be no deficient upon completion.

We are currently in winter cash flow which typically is lower.

The grant application to the Municipality is for \$17,000 and the sitting of the granting group is in June, so this money cannot be registered until approved.

Chris presented a year end report.

There are still some donations being received for the Abriel fund.

Helping Hands has now moved to the VON. The Lifelong Learning activity has dropped off. The Capital Assets will be reported for the AGM.

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

**Carried**

### **3.3 Property**

Mike Saker reported that volunteers have been working hard and successfully to complete the upstairs bathroom and they will be ready in time for the AGM.

There will be changes made to the proposed motif for the stairway in the Abriel Room due to concerns regarding vandalism. Some pictures of David and Heather will be placed in the room.

There will be a bulletin board in place outside of the Abriel Room.

Jon and Ina Allen will continue to work on the display work, taking over from Roxanne. Details will follow.

Bryan Palfryman reported that the Ralph Hennigar photo has been installed.

### **3.4 Rentals**

Bryan Palfryman reported that the Independent School will be closing.

The Waste Management rental space has been re-rented.

There is a half room available that may be rented to the new Chiropractor who has come to town and is looking for a place to set up his practice.

Bryan reported that there was some concern over the weekend due to the ETSY eCommerce use of the rental space. A written agreement was

entered into but was not adhered to which caused confusion and hazards with vendors setting up in the hallways and other spaces without proper permission and against fire codes.

There were also 300 cyclists were set to use the centre for registration purposes and to be fed at various times. The arrivals began earlier that set. Parking became a problem. Food service was difficult.

Due to the unauthorized use of spaces, the centre will issue a further invoice to the organizer of ETSY.

Strong recommendation that in future events of this nature, on site continuous janitorial service be made available.

Bryan also reported that he spoke with the chairlift service people about the cost of maintenance and has had the cost cut to \$600.00 per year.

A meeting will be held with Susan Lohnes Croft regarding grants to help offset these costs.

The usage of the chairlifts is low, mostly used by regulars.

### **3.5 Communications, Fundraising, Centre Fit**

Nothing to report.

### **3.6 Nominations Report**

John Merchant reported that he and Moira Devereaux and Lynn Hennigar have been working together to develop a roster of new board members. Moira will present an overview of proposed members at the AGM.

## **4. NEW BUSINESS**

**No new Business**

## **5. ADJOURNMENT**

Meeting adjourned at 8:00 p.m.

The next regular meeting date will be advised by email. The date for the AGM is Monday, May 28<sup>th</sup>.

Submitted by Teresa Patterson

Approved by Mike Saker