

Mahone Bay Centre Society
Annual General Meeting - 7:00 pm - 27 May, 2003

1. Call to order. Opening remarks by Chair, David Puxley
2. Introduce guest speaker, Marc Langlois
3. Approval of minutes of the AGM of June 20, 2002.
4. Approval of Agenda for the AGM May 27th, 2003.
5. Annual Report by Chair

Committee Reports:

Note: Each Chair will make a brief summation of their written report and/or take questions from the membership.

6. Treasurer, Keith Towse
7. Arts Committee, Deborah Hickman.
8. Policies, Procedures & Charitable Status Committee,
Russ Barton.
9. Youth Committee, Matt Ringling

Nominating Committee will explain nominations/elections process.
Call for nominations from the floor.

10. Nominations/elections of Directors
for June 2003 to June 2004
11. Welcome new Board members
12. Sign up for committees
13. Other Business.
14. Motion to adjourn.

Mahone Bay Centre Society
ANNUAL GENERAL MEETING
Mahone Bay Centre, Tuesday, May 27, 2003, 7:00 pm

Chair: David Puxley

1. Deborah Hickman welcomed our guest speaker, Marc Langlois. Marc is a founder and the current Executive Director of Heartwood, a Lunenburg County organization dedicated to youth and community development, which has earned the pride of our community in its 15 years of operation. Recently Marc completed a MBA specializing in volunteer organizations at McGill University.
2. Marc spoke on "The Mahone Bay Centre – Bridge Building in the Development of Community." He encouraged MBCS to focus on nurturing all the people involved with the Society, allowing their passions to direct the work of the Society. People, rather than the building or policies, are the life of the Centre. Money will be attracted to people and their passions. He noted that in this early stage of its life, MBCS is like the tangled forest fringe where different life forms struggle for survival. 80% of MBCS plans likely won't happen: whatever energy is strongest will determine what will survive. In building collaborative community relationships, MBCS needs to appreciate the uniqueness and *separateness* of other groups; to *talk*, listen and check that we've understood other's perspectives; to take *action* because building bridges is pointless unless a bridge is used; and, to know the *reason* we want to build bridges at all.
3. David called the business meeting to order.
4. Minutes of the 2002 AGM were approved as circulated: Bob Douglas/Angela Bamford.
5. Agenda was approved as circulated: Deborah Hickman/ Keith Towse.
6. Annual Report from the Chair: David noted that his first year as chair has been marked by highs and lows. He thanked Deborah Hickman, Past Chair, for her generous volunteer contribution. David commented on the year's highlights – the Christmas Open House, the Kitchen Party with Kojo, and the successful membership drive resulting in almost 200 signed-up members. David extended thanks to Ellen Agger for managing communications with the membership through the newsletter. All committees have been busy. David urged members to complete the Community Kitchen survey. A cheque is in the mail which will enable us to complete the Youth Centre space before summer. Looking ahead, we hope to make strides in bridging the gap with those who don't know about us so that we can thrive not just survive.
7. Treasurer's Report: In introducing the Treasurer, David noted that we are in process of developing a much-needed Finance Committee. Treasurer, Keith Towse, reported on the year ending December 31/02. The statement shows an excess of expenditure over income of approximately \$15000.00. This excess resulted from a shortfall of income, and higher expenses than anticipated, especially oil costs at \$3000/month.

We expect more balance between income and expenses in 2003. On a positive note, we are in the midst of receiving grant funds from Ns Sport and Recreation, and anticipate receiving an ACOA grant which will enable us to refurbish the exterior of the building. The financial statement was adopted on motion by Keith Towse/ Peggie Graham.

8. Arts Committee Report: Deborah Hickman, Chair of the Arts Committee, reported on the activities of the small but busy group. They have focussed on the Arts on the Second Floor project which received funding from the Department of Culture and Tourism. The grant was important because, in a small community it is difficult to attract enough registrants to break even financially. We want to run courses for 7-8 participants but need a subsidy to do so. The Arts Committee is encouraging a group of printmakers and photographers to develop a dedicated space in the lower floor of the Centre. Long term plans include a Fine Arts Fair and an Elder Hostel program in conjunction with the Chamber of Commerce.
9. Community Kitchen Committee Report: Angela Bamford, Chair of the Community Kitchen Committee gave the report. She noted that the committee was established in 2002 as an advisory committee to the board, and became a full committee of the Board in March 2003. The CK committee meets bi-weekly to plan roles and responsibilities, to investigate funding possibilities, to plan the design and decoration of the kitchen space, and to research local needs. The CK Committee sponsored a successful food-handling course which generated \$160 profit and plans another in the near future. Angela expressed appreciation for donations of equipment received from the community and also encouraged everyone to complete the survey for input into planning.
10. Policies, Procedures and Charitable Status Committee: Russell Barton, past Chair of the Committee, gave the report. He noted that the committee has met 20 times in the past year to plan processes intended to ensure fiduciary responsibility and proper communication within the organization. The committee reviewed the bylaws, guided an application (and subsequent withdrawal of the application) for charitable status, and took the lead in the membership drive which brought the membership to approximately 200. In response to Dick Crawford's question about "The Carver Model", Russell clarified that that the reference is to John Carver's model of governance in volunteer organizations where the focus is on "ends" rather than "means".
11. Program and Special Events Committee: Sidney Lang, Chair of the Committee, gave the report noting that the 7 committee members worked hard to create a mission statement for the committee and to organize the successful Open House and Kitchen Party events. Future plans include a Film Society (Ellen Agger), a Lecture Series (Sidney Lang), a "big beef" event featuring an organic steer donated by Ann Naugler, and a First Night Festival for December 31st, the eve of Mahone Bays' 250th anniversary. Committee member Ellen Agger reported that the film series will use 16mm films or videos and asked for information about and/or donations of equipment. Ellen also encouraged youth involvement in the Film Society.

12. Youth Committee: Matt Ringling reported for the Youth Committee noting that he shares the chair with Suzanne Lohnes-Croft, and that Leitha Haysom is Treasurer. With 4 core people, the group has members with ages ranging from 15 to 45. Subcommittees include Volunteer, Fund Raising, Special Events, Publicity, and Liason. Youth Committee representatives met with Chester Warehouse representatives to discuss aspects of establishing a youth centre. Matt noted that Spring/Summer is a difficult time of year to try to establish the Youth Centre and also noted that \$2000 soon to arrive from the NS Sport and Recreation grant will allow completion of the Youth Centre renovations on the lower level. In response to a question from Angela Bamford about whether there would be segregated age groups in the YC, Matt stated that there will be age groupings to be decided. **Discussion:** Susan Feindel-Barton asked what happened to the skateboard park. Matt and Deborah replied that a separate skateboard association had been formed because of MBCS concerns about liability with a skateboard park on site. The skateboard group had been unsuccessful in receiving assistance from the Town with insurance and eventually disbanded, donating funds received from the Community Health Board to the Lunenburg Skate Park group. Angela Bamford asked whether the skateboard area behind the Mahone Bay Centre would be available for Baystock to be held June 4th. No skating can take place since the equipment has been dismantled.
13. Executive Committee: No report.
14. Building Management Committee: Chair, Bob Douglas, reported that this committee is in charge of the physical plant. He stated that the committee is in flux and has no report.
15. Tenants Association: Thorne Sutherland, the Tenant's Association representative on the Board, stated that there is no report.
16. Nominating Committee: In her role as Chair of the Nominating Committee, Deborah Hickman chaired this section of the meeting. She thanked retiring Director, Russell Barton for his hard work on the board, especially on the Policy Committee.
 - A. Election of Directors: Committee member, Penny Carver presented the report and the following slate of candidates for the MBCS Board of Directors to the membership: *Re-offering* – Bill Snyder, Bob Douglas, Dan Baxter, David Puxley, Deborah Hickman, Derrick Wickstrom, Keith Towse, Penny Carver; *New Candidates* – Arlene Baillie, Dick Crawford, Matt Ringling, Sidney Lang, Karen Runge (late addition to slate). Noting that we have a total of 15 spaces (14 elected by the membership and 1 selected by the Tenants' Association) and 13 candidates, Deborah chair called for further nominations from the floor. Angela Bamford volunteered to stand as Director and was added to the slate. Thorne Sutherland will represent the Tenants' Association. The slate of candidates was approved by the members present. **Discussion:** Matt asked whether the position of Youth Representative could be shared. A similar question has arisen in relation to the Tenant's Association representative. The roles and responsibilities of both positions will be reviewed by the Board.
 - B. Election of Officers: Penny explained that the Nominating Committee would present a candidate for Chair, but not for Vice-Chair at this time, in

accordance with MBCS by-laws which stipulate that the members of the Society *shall* elect a Chair from amongst their number, and that the members...*may* also elect from amongst their number a Vice-Chair. The Nominating Committee proposed David Puxley as Chair. After 3 requests for nominations from the floor, there being no further nominations, David was declared Chair for 2003/04. After 3 requests for nominations from the floor, there were no nominations for Vice-Chair. The Board will select a Vice-Chair at a later date.

- C. *Discussion:* Ellen Agger spoke in favour of waiting to select a Vice-Chair, so that the Board could identify who might emerge as a suitable candidate. Russell Barton asked if the Tenants' representative is eligible for Officers positions. This needs to be decided.

17. David asked those present to sign up for committees on the sign-up slates.

18. Other Business:

- A. Ellen Agger asked for ideas for circulating the print version of the MBCS newsletter. It is a good vehicle for linking the Centre with the larger. Suggestions included placing newsletters at the Tourist Bureau during the summer, at the school, on the bookmobile. Members without email receive print newsletters.
- B. Bill Snyder reminded people to complete the Community Kitchen survey.
- C. Suzanne Lohnes-Croft said the building *is* important, and suggested lighting the tower as a way to attract attention and support for the heritage building.
- D. Matt Ringling asked for permission to seek insurance for use of the skateboard park for 1 day during Baystock. David said to go ahead and look, but noted that the equipment is dismantled.
- E. Ellen Agger asked about status of accessibility in the building. Keith said that the ACOA application included a plan for a chair lift to 1st floor/old school and 2nd floor/new school. With adequate financing, an elevator to serve all floors could be built off the lobby. The basement is accessible through the Youth Centre. Bill Snyder announced that he is working with the Lunenburg-Queens Action Council for Persons with Disabilities to assess the building's accessibility in anticipation of preparing a recommendation and letter of support for MBCS' application to the NS Government for an Accessibility Grant. Bill said MBCS would likely be eligible for a maximum grant of \$10,000 if approved.
- F. David Puxley noted Peggie Graham's presence and thanked her for her contribution during her 1-year term as MBCS' first regular full-time staff.
- G. Keith Towse thanked Kim Risser for her contributions during her 1-year HRDC internship at the Centre and noted that Kim has found full-time employment. We are proud to have been part of Kim's training.

19. Twenty-two names, including 20 MBCS members, were on the attendance sheet.

20. Meeting adjourned at 9:10 pm on motion by Peggie Graham/ Angela Bamford.

Minutes prepared by Penny Carver, Secretary, MBCS

Report by the Chair to the AGM - 27 May, 2003

The past year's been marked by highs and lows.

The highs have been considerable... both in number, and in heights attained.

The lows have been few and far between... And they've been so subtle, I've needed a guide to point them out... as they passed by.

Late last summer, there was a "changing of the guard" as I took over from Deborah, as Chair. Only I know how much work she has continued to do. I know, too, she was hoping to put more of this work behind her and get on with some of her art work. Deborah, thank you for your continuing commitment to the cause and, in particular, for your huge contribution helping with the workload of the Chair. Now... get to work on your tapestries!

We had a very successful Christmas Open House. An excellent Kitchen Party, featuring Kojo, and a very successful membership drive.

A fact many of you might be unaware of is that Jocelyn and I played host to Kojo for two days after that party. It wasn't so much the snow as it was a breakdown of their van.

We've also had a very successful Membership drive. Paid-up membership is in the area of 150. A special thanks to all those who keep "beating the bushes" for new memberships.

Many varied programs have been running at the Centre. "Arts on the Second Floor" is covered in the Arts Committee Report. The Community Kitchen Committee has been busy, as have all our other committees. Please see their reports attached hereto.

Looking to the year ahead, I hope we make strides in bridging the gap between the Centre and those who have yet to discover us. And I hope the Board and the tenants learn from each other how best to promote our common interests. Thanks to all, and here's hoping for another banner year!