

Mahone Bay Centre Society

ANNUAL GENERAL MEETING

Mahone Bay Centre, June 1, 2006

1. Welcome and meeting called to order by Dan Baxter, Vice Chair, in Keith Towse's (Chair) absence.
2. The sign-in sheet shows 19 members present.
3. Minutes of the 2005 AGM were approved as read by Dan Baxter on motion by Penny Carver, Bob Douglas.
4. Business Arising: Ellen Agger informed members that the Friends of the Mahone Bay Centre Society had not been made a legal entity. It is advantageous for the Friends of the Centre to operate separately and independently from the Board. Therefore, a separate group will need to be struck to provide the necessary leadership for Friends of the Centre. Funds in the Friends account were raised through April Foolish I in 2005 and used to pay back taxes and through April Foolish II in 2006 to be contributed to MBC renovations.

Questions:

a) How much money is needed for the balance of the ACOA grant? \$200,000. The grant monies have to be used by Sept. '06.

Bob Douglas explained that we have been working through the town of Mahone Bay but will be looking to achieve charitable status in the future.

b) What are the plans for raising the remainder of the money?

Sidney Lang explained that the Board had been looking at applying for an alternate ACOA grant for a lesser amount to be applied toward roof repairs only. Deborah Hickman commented that the Board must also take responsibility for fund raising, not just the Friends of the Centre.

Moved by Bob Douglas and seconded by Hilary Grant that the Board oversees the formalization of the Friends of the Centre and that the Friends of the Centre become a charitable organization.

Discussion: This is not a matter of business for the Board but has to be organized as a separate group. Motion withdrawn.

5. Report from the Chair (as circulated): Read by Dan Baxter.

Highlights:

- Confirmation of the ACOA grant.
- Rental of almost all of the space.
- A very successful Christmas Open House.
- The inside of the building was painted thanks to Paul Seltzer and many volunteers.
- Dan Baxter has done a great job of filling in for Keith Towse during his unavailability.

6. Treasurer's Report (as circulated): Read by Bob Douglas in the absence of Darryl Haley, who prepared the report. Overall the financial picture looks better than at this time last year. Darryl Haley, C.A., has assumed the position left vacant by Tammy Carlin, who has relocated to New Brunswick.

Questions: a) What makes up the figure shown for grants? Darryl will be asked to send out to attendees at the meeting a breakdown grant income. (\$19,592). b) How stable are the current tenants? Bob explained that there are no guarantees but no notifications of withdrawals at the present time and that the Alternative School has expressed their intention to renew. c) What does the -\$150 under building and grounds maintenance represent? Bob will check with Darryl about this. d) Why is there an increase in janitorial costs? More space is being used this year and there have been more visitors to the Centre. e) Why has the heating expense increased? More space is being used and the cost of oil has increased. f) Do we need an audit? Darryl is a C.A. so we probably do not need the services of an auditor. Bob Weld pointed out that the language of the financial report needs simplifying so as to be more understandable.

7. Committee Reports: a) Youth:(as circulated): Bob read the report as Greg Muzzatti was absent. The Youth Studio remains actively in use by several groups as well as the Farmers Market. The Lunenburg Rec. Dept. will offer summer programs there. There has been a concern

about occasional unruly behavior by youth on the grounds during band nights. Deborah Hickman pointed out that the youth center was originally intended to be run by a group of young people, offering programs, etc. It is now more of a rental space. Bob Douglas said the youth who use the space are supervised. A question was raised as to liability. Deborah relayed that all the groups except the bands have leadership and that the band groups sign a waiver. Penny reminded us that there used to be a youth member on the Board. The issue of noise was raised. Deborah commented that it was not nearly as noisy now as it had been in the past. Alleson Kase commended the Board for providing such needed space and activity for the young people of the area and encouraged continuation in this direction.

b) Membership (as circulated): Sidney Lang presented the membership report. She commented that members join at a variety of different times and this makes it difficult to track the annual memberships. There are currently 157 members on the list, 100 paid-up members. Sidney made the suggestion of a September to September year with a one-time drive mid September. Deborah Hickman suggested an annual mail-out which might be more expensive, but necessary. Penny Carver suggested that if people sign up towards the end of the year, their membership should include the coming year, rather than having to renew after only a month or two.

c) Arts (as circulated): Deborah Hickman reviewed quite a list of activities undertaken by the Arts Committee up to the end of 2005. There are 5 active artists in the Centre. The 2nd Floor Gallery and the Art Box are available for local artists to display their work. There was an art exhibit during the Christmas open house (VANS). There are workshops and classes. The printmakers group is still active. The Arts Committee wants to have input into the development of any plans to develop the attic space into an arts space.

d) Programs & Special Events (as circulated): Paul Seltzer reviewed his report commenting on the success of the Christmas Open House and the Paint Party which saw 49 volunteers donating over 1000 hours of labour over a 10 day period to paint the interior of the building.

e) Building Management: Bob Douglas reported verbally that the Centre functioned well over the past year. The furnace performed without flaw and was turned off in May for the season. It is hoped that oil consumption will decrease next winter due to new thermostat installation. Part of the planned renovations also includes insulating the building. The janitor, Carol Pearse, is doing a

great job. There are some minor problems with kitchen cleanup. Tenants/occupancy have remained reliable this year. The new dance studio has worked out well and is being used by several groups. A plan is in place for building renovations.

Questions: a) When will the money for the renovations come? Bob D. said "soon". b) How many tenants are there? (Delayed answer: 15 or 16). c) How will the renovations take place? We need an additional \$200,000 and are waiting to find out if this is forthcoming (from a benefactor). No answer at the present time but working on it. d) Is there a plan B if the ACOA grant doesn't happen? To do just the roof shingling would cost \$30,000. The plan would be to get the building roof-tight the least expensive way. e) Has the Board thought of applying for a grant of a lesser amount? This brings up the question as to the Board's role in long term visioning in order to arrive at Plan C. Dan Baxter commented that someone would need to look after the application process/procedure and reminded us that it took three years to apply for the present grant. f) Is the Board looking at options? Yes, this is often an issue for discussion but we have not specifically designed a Plan C. Only a way to get the roof repairs taken care of. A 300-foot section of roof in dire need of repair would cost about \$18,000. Ellen Agger suggested the Board come up with a specific plan to ensure the roof repairs actually happen. Bob Edey suggested that Plan C is really the day to day maintenance including new thermostats. Alleson Kase said she would like Plan C to be an alternative to the ACOA plan for which we could raise funds to carry out the repairs, including a specific budget, a time line, achievable outcomes. g) Why not go ahead with lesser repairs? Sidney Lang pointed out that the Board is aware we need to have a plan if the expected donation does not come through in time to match the ACOA grant.

f) Friends of the Mahone Bay Centre - April Foolish 2 Report: (as circulated): Ellen Agger and Penny Carver reported that this event raised \$7300 of which \$7000 was donated to the MBC. An honorarium of \$300 was given to Ellen in recognition of the significant responsibility she carried and the many hours she spent working on the project. Many volunteers made this event successful, not least of whom were, Paul & Susan Seltzer, and their phenomenal array of exquisite desserts. April Foolish 3 will be offered in 2007, with some organizational changes.

Questions: a) Are the funds reserved for repairs to the building? The intention is for the funds to be used for renovations/repairs but it is up to the Board to decide. b) What happened to the operational losses from the previous years? We used the reserve funds: \$52,864. Bill Snyder

said he would like to see the minutes from Board meetings circulated to the membership, those who are interested in receiving them. Some discussion about what to include in the minutes if this were done. The membership will be contacted about this. Deborah H. suggested developing a policy about what items could be circulated.

g) Newsletter (Ellen): We need someone to take this on and also need help with distribution.

h) Tenants: Maria gave a verbal report. There were two tenants' meetings in 2005 and an additional one in the spring of '06. The first meeting was well attended but not so for the subsequent ones even though a potluck supper was announced. The plan is to have tenants meetings quarterly. The next one is scheduled for September. Those in attendance have used the meetings as a forum for getting their questions answered.

Question: Why don't tenants attend the meetings? Not sure other than people's busy-ness and perhaps they are feeling that things are going well enough they don't have to worry. Minutes are sent out including the date for the next meeting and then a reminder closer to the meeting date.

i) Farmers' Market: (no representative available) Penny Carver said the Board should talk to the town council regarding market advertising being allowed downtown, for example, the sandwich board.

8. Nominating: (Sidney Lang): Candidates for the Board are (new candidates introduced) Carol Colby, Ted Hobson, Bob Weld, Bob Edey, Daryl Haley and Christa Nauss and (re-offering candidates) Bob Douglas, Sidney Lang, Greg Muzzatti, Dan Baxter, Maria MacKenzie-Cann and Paul Seltzer. Current directors stepped down from office. Sidney asked three times for nominations from the floor. There being no new nominations, the slate of candidates was acclaimed on motion by Sidney Lang/Paul Seltzer.

Question: Is there a limit on the length of time a director can serve? Not in existing by-laws.

9. Borrowing Resolution: The Board has discussed the lack of a current borrowing system and would like to introduce a resolution in this regard. However, due notification was not given. Therefore a motion could not be put forward. The Board will address this at the next Board meeting.

Meeting adjourned at 10 P.M. on the motion of Bob Douglas/Paul Seltzer.

List of items needing the Board's attention follows:

Fund raising activities/plan apart from Friends of the Centre

Financial report (Darryl): details (breakdown of grant income; info. re -\$150 figure)

Discussion with Greg M. re youth center violence prevention

Membership drive: annual mail out; a "break" for members joining towards end of year

Specific plan to address needed roof repairs

Contacting members to gauge interest in receiving regular Board minutes

Policy governing what items can be circulated to the membership

The Newsletter?

Approaching Town Council re advertising for the Farmer's Market downtown

Borrowing resolution

Minutes submitted by Maria MacKenzie-Cann, Secretary, MBCS

Agenda Annual General Meeting June 1, 2006

Mahone Bay Centre Society

Welcome (circulate sign-up sheet)

Minutes of 2005 AGM – additions/corrections

Business Arising from the Minutes

Report from the Chair

Treasurer's Report

Committee Reports:

Youth

Arts

Program and Special Events

Building Management *verbal report*

Reports from non-Board entities:

Friends of the Centre Society

Tenant's Association } *no written report*

Farmer's Market

Nominating Committee:

Report

Election of Directors

Other Business:

Borrowing Resolution

Adjournment

Note: There will be a brief meeting of the new board after the AGM

Chairman's Report

It has been a year of consolidation for the Centre - we have finally rented almost all of the space in the Centre to an increasingly diverse and eclectic range of tenants, Carol has continued to provide superb service to all who visit the office and our board members have provided assistance, support and direction.

Our ACOA grant has finally been confirmed, which will provide a substantial part of the funding necessary to carry out the renovations and improvements we are planning. The challenge is now to raise the balance of the funding which we need to provide.

Our Christmas Open House was another high point of the year again. Many volunteer hours went into an event that showcases the Centre and its supporters, and a good time was had by all.

The inside of our building received a much needed facelift thanks to a huge effort by Paul Seltzer and his merry band of painters. This was an enormous job and all who helped owe themselves a pat on the back. Thanks again Paul for putting your organizational and motivational skill to such good use.

Finally a huge vote of thanks has to go to Dan Baxter. Owing to work commitments I have been unable to be in the Centre much this year, even missing about half of the board meetings, and Dan has carried out the duties of vice-chair with calm efficiency. Many thanks to Dan for stepping into this position at short notice.

Respectfully submitted

Keith Towse

Chair



MAHONE BAY CENTRE

"Building at the Heart of the Community"

May 18, 2006

TREASURER'S REPORT TO THE ANNUAL GENERAL MEETING JUNE 1, 2006

Attached to this report are the following statements for your review:

- 1) Income Statement for the year ended December 31, 2005
with comparative figures for 2004 and the budgeted figures for 2005.
- 2) The Balance Sheet and Statement of Reserves as at December 31, 2005.
- 3) Budgeted Revenue and Expenses for the year 2006.

I would like to take this opportunity as incoming Treasurer to thank Tammy Carlin for the excellent job she has done for the Centre. Hopewell's gain will be our loss.

The Income Statement for the year shows a Net Income of \$16,429 up \$11,037 or 205% over the budgeted figure for the year and up \$34,443 over the loss of \$18,004 posted for the last calendar year. This strong showing is the result of the following factors:

- 1) Significantly increased rental income.
- 2) Increases in donations, fundraising and operating grants.
- 3) A greatly reduced maintenance expense.

The results of these efforts are reflected in the Balance Sheet and Statement of Reserves. The Net Income has contributed to reducing the cumulative operating deficit by 44% and is moving the Centre towards assured financial sustainability.

The last statement attached is the Budget for 2006. This document has been prepared without giving affect to any major fundraising or capital expenditures during the year. It is prepared on a conservative basis and shows increased expenses and decreased revenue. If this budget remains true, there will be a Net Loss for 2006 of \$5,690.

Darryl Haley, Treasurer

MAHONE BAY CENTRE SOCIETY, a not-for-profit, community-based organization

tel (902) 624-0890 fax (902) 624-0485 thecentre@mahonebay.com
45 School Street, Box 489, Mahone Bay B0J 2E0

**Mahone Bay Centre
AGM
June 1, 2006**

Membership Report:

At this time there are 100 paid up members. Our members are reminded to renew their memberships through our newsletter and at our various functions. This year we were successful at attracting new members / renewals during our Xmas Open House and at the very successful painting party in March.

Issue to be considered and acted upon:

- **Change membership renewal time period - September to September**
- **Membership drive – one week mid September**
- **Develop a membership committee**

Respectfully submitted by,

Sidney Anne Lang

**Mahone Bay Centre
AGM
June 1, 2006**

Youth Committee Report:

The Mahone Bay Ctr. Youth Studio remains steadily active and hosts an eclectic agenda. This year participants include: a youth theatre group, a Christian based youth organization and the "Crib" an open house youth group. The Farmer's market makes good use of the space every Friday and we've had some youth band nights play gigs too. Lunenburg Rec. Dept. will offer programs for youth this summer during July and August in connection with the Youth Studio and hope to utilize youth leaders from the Leadership Program co-ordinated at Bayview School.

With regards,

Greg Muzzatti

MAHONE BAY CENTRE SOCIETY
Annual Report of the Arts Committee
June 1, 2006

Members of the Committee: Deborah Hickman, Chair, Rita Lamontagne- MacDonald, Wayne Ready, Astrid Stec, Kate Church, Scott MacLeod, Nancy Sherwood, David Cameron, Carmel Smith, committee dance rep, Rob Moir rep for South Shore Visual Arts Nova Scotia (VANS)

'The 2nd floor' remains a focus for art at the Centre. Activities by the Arts Committee and resident artists over the last five years have resulted in the space serving as a catalyst for arts activities at the Centre. These include:

- networking: Visual Arts Nova Scotia (VANS) offers resource workshops at the Centre for all of the artists on the South Shore.
- VANS held their annual exhibition at the Centre during the week of the Christmas Open House. The exhibition was a draw for the Christmas Open House.
- The members of the Arts Committee held a Christmas Art Exhibition during the Christmas Open House in the 2nd Floor Gallery.
- The 2nd floor Gallery remains available for local artists to rent at a nominal fee for exhibitions. Funds raised to date have paid for the purchase and installation of the lights and hanging devices.
- The Art Box has been available since it was installed last June; fundraising for additional Art Boxes throughout the building have resulted in the current plan to install an Art Box on the first level with permission of the Board.
- Regular use of the Art Room includes: the printmakers group; . Occasional rental of the room for children's art classes; occasional studio for visiting artists; adult art workshops and classes
- Four studios are leased housing five active artists at the Centre.
The Arts Committee serves to encourage more artists to locate at the Centre.
- The committee plans to continue to develop its profile as an arts group eligible for provincial 'arts facilities'

funding with the future prospect of developing the attic space into an arts space housing; studios, resource center; exhibition and performance space

The Arts Committee would like to reiterate its interest in having input into any plans to develop the attic into an Art Space before any plans to the affect are made formal and designs are developed.

Submitted for the 2006 AGM, Deborah Hickman, Chair

Special Events Committee Report

The Special Events committee sponsored the Annual Christmas Open House the last Saturday in Nov. 2005 to showcase the Centre facility to the community and to give the various permanent tenants the opportunity to engage the public with what they offer. We joined with the town of Mahone Bay's Father Christmas Festival events and had our own Father Christmas tableau in the entrance hall. Donated music and refreshments were available throughout the afternoon. Crafts, art works, wines, cheeses, breads and other product venues sold their wares, and Santa distributed lots of donated door prizes and candy to the children. It is estimated that about 300 persons attended. An evaluation meeting was held the following week to assess the positive aspects of the event as well as to make note of changes that might improve next years open house.

2. In February 6-16 a Paint Party was organized to repair and paint the common spaces (community rooms, halls, stairwells, entrance hall, office). 49 persons volunteered over the 10 day work period and contributed over 1000 hours of labor. Lunches were served each day to the workers. The consensus seemed to be that in addition to giving the interior of the building a bright new look, there was considerable community spirit and sharing enjoyed by all. The newer building was prepared for the painting of its halls and stairwells and common spaces when another party can be organized.

Paul Seltzer

Friends of the Mahone Bay Centre

APRIL FOOLISH 2 Report

April 16, 2006

Prepared by Penny Carver and Ellen Agger

The Friends of the Mahone Bay Centre is an ad hoc group, formed in 2005, with the goal of raising funds to benefit the Mahone Bay Centre. Plans are underway to formalize the group by registering it as a non-profit Society with a board of directors. A meeting will be held soon to elect the first board.

The Friends of the Mahone Bay Centre held its second major fundraising event, APRIL FOOLISH 2, on April 1, 2006, building on the success of the first comedy/auction night held in 2005.

Net proceeds of APRIL FOOLISH 2 were \$7300 with revenues from event sponsors, ticket sales, auction proceeds and a 50/50 draw.

APRIL FOOLISH 2 attracted a sold-out crowd of more than 160 people to the Blockhouse Fire Hall. The community support was uplifting. Ellen Agger, as event manager, brought together a team of dedicated volunteers who recruited donations from approximately 90 individuals and businesses. Well-known comedian, Bill Carr, donated his time for the second year in a row as stand-up comic and auctioneer. Fred Stoerig donated his wonderful accordion music to open the show and warm up the audience. Paul and Susan Seltzer donated many hours preparing and serving a dazzling array of exquisite desserts "such as has never been seen before on the South Shore."

CLAUSSEN WALTERS Nova Scotia Real Estate (event sponsor) and LYLE TILLEY DAVIDSON Chartered Accountants (refreshments sponsor), covered almost 100% of event expenses. Other volunteers and donors, too numerous to mention, represented a broad spectrum of significant community support for the Centre.

David Burns Photography not only donated items for APRIL FOOLISH 2, but also gave several additional framed photographs which will be used for future fundraising events.

The APRIL FOOLISH events have raised the profile of the Centre and have brought new people to get involved with the Centre. As well as financial support, the Friends of the Mahone Bay Centre events have generated "people support." A similar event will be held in 2007 with a few minor changes intended to enhance financial returns.

The Friends of the Mahone Bay Centre voted to give Ellen Agger an honourarium of \$300 to recognize the significant responsibility she carried and the many hours she spent managing the project.

The net proceeds of APRIL FOOLISH 2, \$7300, will be made available to the Mahone Bay Centre Society, for use as needed to benefit the Centre.

**Mahone Bay Centre
AGM
June 1 2006**

Nominations Chair Report

The Nominations Committee is pleased to announce the following members who have volunteered to stand for the Board.

New Members:

- **Carol Colby:** A former executive in the retail business , Carol is now active with her personal design projects She is a resident of Silver Point Rd
- **Ted Hobson:** A former public servant with the federal gov't in the Department of Foreign Affairs and International Trade, (last posting Saudia Arabia, Ted is a resident of Mader's Cove, sings with a jazz quartet in Halifax and is active with house renovations.
- **Bob Weld:** A resident of Cove, Bob is semi-retired from engineer/management positions at Clearwater Foods. He plays tuba with the Mahone Bay Legion Band, as well as the accordian from his home and at civic events.
- **Bob Edey:** A former Navy pilot, owner/manager of Ontario ski resort Bob is now a resident of Mader's Cove and active with home improvement projects.
- **Daryl Haley:** A new resident of Mahone Bay and a sailor. Daryl is a Chartered Accountant of Haley & Associates, Inc.and has attended a few Board meetings.
- **Christine Nauss:** Christine is a recent business graduate of Dalhousie University and long time resident of the area. She was involved with our 'April Foolish' fundraiser. Christine joined the Board this February.

The following Board members have agreed to stand for the 2006/2007 season.

- **Bob Douglas**
- **Sidney Lang**
- **Greg Muzatti**
- **Dan Baxter**
- **Maria MacKenzie –Cann**
- **Paul Seltzer**

Keith Towse is Past President

**Respectively submitted by,
Sidney Lang, Nominations Chair**