

Minutes of The Mahone Bay Centre

Annual General Meeting

June 11, 2007

1. The meeting commenced at 7:30 p.m. in the Community Room of the Mahone Bay Centre, following a pot luck supper in the Community Kitchen. Twenty seven people signed the sign-in sheet. Others arrived later and did not sign in.

2. **Welcome** by Paul Seltzer, Chair of the Board of Directors.

3. **2006 AGM Minutes**: The minutes of the June 1, 2006 AGM were reviewed by Maria Mackenzie-Cann, Secretary. One correction was made: A "special meeting", not a Board meeting, was held to discuss the proposed "Borrowing Resolution". It was requested that the minutes of that meeting be read and they were. The resolution was passed; however, the bank turned down the MBC application for a credit card.

It was noted that the former "Friends of the Mahone Bay Centre" had disbanded.

A suggestion was made that the minutes of the AGM be sent to the membership by email in the future, if endorsed in the by-laws, as well as being read at the meeting.

It was moved by Darryl Haley and seconded by Keith Towse that the 2006 AGM minutes be approved.

4. **Motions to Change By-Laws**: 1) A motion was put forward by Paul Seltzer that the AGM be held within 6 months rather than 3 months of the beginning of the new year, so that the AGM could continue to be held in June, and not have to be held in March. After some discussion and clarification, the motion was put to a vote with 13 people voting yes, 9 voting no and 10 abstaining. Motion carried.

2) A motion was put forward by Paul Seltzer that the Secretary and Treasurer be appointed from among the Board members. Moved by Dan Baxter and seconded by Allyson Kase. Motion carried.

3) A motion was put forward by Paul Seltzer that the language of the by-laws be gender-neutral. Moved by Ellen Agger and seconded by Deborah Hickman. Motion carried.

5. **Reports**:

1) **Report from the Chair**: (Full report submitted) Paul Seltzer reported that it had been a very busy and creative year. The R.I.T.E Campaign raised \$13,000.00 which was used to repair 2 sides of the leaking mansard roof. There are still 2 sides to be repaired but the roof is not leaking. The next step is insulation. The military has volunteered to do the preparation work for this during the summer, the materials for which will cost \$2, 000.00. The insulation job will cost an additional \$8,000.00. Programmable thermostats were installed throughout the building. The plan is to also install a windbreak at the entrance. The exterior of the building needs attention as well.

Members of the Executive Committee met with the developer of the adjoining sports field and trails area. If the development goes ahead, there may be some pluses for the MBC. Paul encouraged the generation of positive energies around this issue.

2) Executive Report: (Full report submitted) Paul Seltzer commended Penny Carver for her excellent work in developing an Organizational Manual, including policies and procedures. The Manual will be given to all of the Directors. Other office management issues were attended to. The MBC website is in the planning stage. The Executive was involved in organizing the R.I.T.E. campaign. Leadership was sought for a visioning process. Some members of the executive met with R. Youden re development of the property adjoining the MBC. Meetings with the town of Mahone Bay were held to discuss issues of ownership, zoning, signage and programming.

It was pointed out by Deborah Hickman that a foundation document was in place and that the membership would need to have input into any changes to the ownership and zoning issues, through participation in special meetings. Ellen Agger raised a question as to at what point in the process with the town does the membership become involved and whether there was a procedure on this. Bob Douglas reviewed the town consultation process. Bob Sayer suggested that the Chair keep the membership informed at regular intervals. Allyson Kase pointed out that the membership is interested in preserving the original intent and vision of the Centre. The membership should not just be informed of process and decisions, but consulted and included so that the Board can act on these goals.

It was moved by Chris Heide and seconded by Ted Hobson that any changes to the development agreement between the town of Mahone Bay and the MBC be ratified by the membership by a special general meeting of the membership. Motion carried.

3) Building Committee: (Full report submitted) Submitted by Bob Weld and read by Paul Seltzer. Lots of attention to everyday emergencies and repairs. Recommendation of a part time maintenance person on call. This is, however, not in the current budget. The new light in the tower has attracted some attention. Other items were already mentioned in the Chair and Executive reports. Volunteers have, again, put in many hours cleaning up, clearing out and painting. New locks and keys were installed.

A question was raised as to the painting of the exterior of the building. Whether volunteers could do some of the job. Staging rental costs \$750.00/week. Question as to whether the painting could be done while the staging was up for the roof repairs. It is a matter of not having the money to do it all.

4) Rental Committee: (Full report submitted). Greg Mazutti reported that attempts had been made to rescue Twisters but were, in the end, unsuccessful. The gym is now available for other activities and is already being rented for some. (A major fund raiser will be held there on July 7/07). Work has been done to revitalize Take 30. The new lease agreements are being signed, the new rent having been established. Within the next year, except for a limited number of "incubation" arrangements, a uniform rental rate will be in place ensuring that the basic operating costs are met. The new rate for occasional users is \$12.00/hour and \$10.00 if over the period of a year. New tenants include The Wooden Boat Festival, Coast Guard and Youth Stewardship. Three rooms formerly occupied by artists are available, as well as the community room, the boardroom and former Take 30 room, for rental.

A question was raised as to the fair market value research that was done in helping to establish the new rent rate. The average FMV was found to be \$16.00 per square foot. The MBC rent was established at \$8.00 per square foot. This was based on the actual costs divided by the number of square feet (not the commercial value). Allyson Kase asked if the rate includes all space. The rate

includes all space, not just the rentable/rented space, in other words, the common areas as well. Tenants also pay a share in the non-rentable space. Deborah Hickman said we need to look for funding for the total costs, not just the operating costs, as a community centre. Public funding needs to support the MBC as a Centre not just as rental space. The town has accepted the MBC as a an arts, cultural and community centre. Wayne Ready commented that the arts was a growing and reliable sector. Further discussion will need to take place at future visioning sessions. Allyson pointed out that there had been no consultation with tenants prior to the rent increases. Penny Carver commented that the process and outcome of the recent changes had seriously departed from the original vision for the MBC.

5) Program Committee: (Full report submitted) Ted Hobson highlighted the desperate need for volunteers and encouraged people to sign up for some of the tasks necessary for the upcoming July fund raiser. A lot of work , most of it by Board members, has been done on cleaning up the gym. Specific comments were made about the "ecological footprint" evening coming up June 18/07 as well as the Richard Donat reading Speshen Leacock evening on July 14/07. Volunteers are needed to run some of the upcoming proposed programs; for example, the Seniors programs.

Sally Warren questioned whether the membership has been notified about the need for /opportunities for volunteers/volunteering. Different members are interested in different things.. Sally commented that the Arts Committee was not mentioned by the Program Committee but the members are active in programming. It was noted that positive energy is essential in attracting and working with volunteers.

6) Tenants: (Full report submitted) Maria MacKenzie-Cann suggested that since the report was short and in view of the full meeting agenda, people could review the report themselves. There has not been a formal tenants' committee as such but, rather, a tenants' representative. Maria suggested in the report that the tenants' rep should serve on the Board only as tenants' rep, rather than also serving as a member of the Executive. To date no one who is a tenant has come forward to serve on the Board in the new term. David Cameron and David Walmark have agreed to facilitate gatherings of interested tenants to discuss issues, decide on tenants' permanent leadership and in what ways the tenants would prefer to be in communication with the Board.

7) Arts Committee: (Full report submitted) Deborah Hickman reported that the fund raising to pay for the 2nd Floor Gallery has been completed. The Arts Room is being used regularly for programs. The MBC has been used by Mahone Arts to bring in visiting artists from around the world. The artists contributed to the Christmas Open House. The number of artists has increased to 11. The Arts Committee is concerned about the number of artists who have given up their studio spaces since March/07 in response to the rental increases and lease changes and is aware of the resultant negative effect on the MBC's reputation in the arts community. The Committee wants to work with the Board on providing safe, affordable and reliable studio space.

8) Finance Committee: (Full report submitted) Darryl Haley thanked the members of the Finance Committee and Jan Anthony, Carol Snyder and Dick Crawford. He also thanked Bob Edey and Paul Seltzer.

Darryl reported a net loss of \$16,338.00 which is a 199% decline over the previous year. The actions that have been taken to respond to this were: a reviewing and revamping of th rental structure; efforts to increase fund raiging, donations and operational grants; efforts to decrease

the maintenance costs. Therefore, projecting a \$9, 000.00 profit in 2007-2008. The grants structure was referred to - outlined in Note 3 of the Financial report.

Deborah Hickman raised a question as to why all the Youth Centre work is not reflected in the expenditures to date. She was referred to Dick Crawford who is currently tracking all expenditures so that the MBC can rationalize the \$22, 635.00 which is currently unidentified.

Ellen Agger commented that the Friends of the Centre money raised went into the budget in 2007 but was not shown as income in the budget statement. She pointed out that this would change the debt from \$32,000.00 to \$25, 000.00. Darryl responded that the Friends of the Centre money was used to tide over the operational expenses. Ellen further questioned why there was \$1,500.00 in Programs and Activities and nothing in Marketing and Fund Raising. Since marketing and fund raising are obvious needs, given the climate in which the MBC is not well known (and should be), there should be a budget for it.

Allyson Kase referred to the Board's responsibility for fund raising, underscoring the need for a budget line. Chris Heide moved that an amount of at least \$2,000.00 out of the \$7,000.00 raised by the Friends of the Centre be put into a marketing/fund raising budget line. Seconded by Keith Towse.

Ted Hobson commented that fund raising needs a broad-based appeal and that someone with that type of fund raising experience is needed.

Bob Sayer said that fund raising can be accomplished without a large layout of money if done by volunteers. The suggestion was made that a separate meeting be called to pursue the whole issue of fund raising.

6. Elections of Directors: (Full list of names and particulars submitted) Seven Directors reoffered for the coming year. Six names were put forward as new candidates. Keith Towse reviewed the nominations procedure. The existing Directors officially resigned and Keith asked three times for new nominations for the position of Director of the Mahone Bay Centre Society. There were no nominations from the floor. Keith reviewed the names of the six new and seven reoffering slate of candidates.

Two attendees objected to voting for two of the candidates on the basis of not knowing them and they not being present at the meeting. Paul Seltzer explained why the two missing candidates had not been able to attend the meeting. The voting procedure was explained by Keith Towse and implemented. All candidates were elected.

Keith called for nominations for Chair and Vice Chair. Paul Seltzer was nominated as Chair and, there being no additional nominations from the floor, declared. David Cameron moved that Bob Douglas be declared Vice Chair; seconded by Greg Mazutti. There being no additional nominations, Bob Douglas was declared Vice Chair.

Directors:

Re-elected:

Paul Seltzer, Chair

Bob Douglas, Vice Chair, Building Committee

Darryl Haley, Treasurer

Ted Hobson, Program Committee Chair

Sidney Lang, Membership Chair

Greg Muzatti, Rental Committee Chair

Christa Nauss, Program Committee

Newly elected:

Bryan Palfryman

Iain Cocks

Art MacDonald

Brian Swinamer

Jake Wentzell

Carol Langille

The retiring members were thanked: Keith Towse, Dan Baxter, Maria MacKenzie-Cann, Bob Edey, Bob Weld.

7. **Visioning Process**: Ellen Agger proposed that Board and membership hold one or more visioning sessions. The names put forward for the facilitation of this process were: Sukie Sterns, Sue Bookshin, Peter Guilford.

Discussion focused on the need for the Board and membership to work together and the need for a visioning process was reviewed.

Penny Carver gave an example of priority being given to Seniors' programming without a clear plan that could be derived from a visioning process.

8. **Proposed Development**: Ellen raised the issue of the proposed development of the land adjoining the MBC, advising that the MBC wait on forming a relationship with the developer until the process with the town is concluded. Motions were entertained and discussed. However, it was pointed out by Penny Carver that all Motions must be presented 7 days in advance of the AGM. All motions arising are considered "Special Business" and the discussion needs to be had in more depth and a motion considered at a separate meeting.

There was agreement that all need to be kept informed about any development and the MBC's position and that the MBC should not take an official or particular stance on the issue at this time.

Ted Hobson moved that the meeting be adjourned. Meeting adjourned at 10 p.m.

Respectfully submitted by Maria MacKenzie-Cann

REPORT OF THE MBC CHAIR

A quick glance at the reports of the five MBC committees reveal at least a part of the flow of positive energies exerted this past year to make MBC work better and look better. A hearty thank you to everyone on the board, and every member, who had a positive hand or thought that went into it all. There are many accomplishments to be applauded. There are some regrets from which to learn as we grow MBC together. I won't reiterate the many details of our past year or what needs to be happening next.

Our obvious needs are to make the Centre more attractive on the outside, and more financially stable at our core, and more vibrant in our role as a centre for community life and feeling. We're on our way!

The strategy has been to find the money to repair and reshingle the roof, so that we could insulate the attic, so that we could install programmable thermostats and an entrance windbreak...ALL of which can help conserve energy and lower our enormous heating oil costs. It is predicted that once the above are completed we will realize a 40% saving!! We're on our way! One half of the roof is done (\$14,000) and that is enough for now, so we can move on to the insulation of the attic (\$10,000). The thermostats are in place. We still need the entrance windbreak. And of course we still need to redo the exterior...and soon!

If the development of the adjacent property as proposed by the town proceeds, the future of MBC could change dramatically for the better in its appearance, utilization, value, new tenants, services, recreation, and education as we realize our dream of being a centerpiece of community vibrancy. I certainly understand, and agree with, some of the issues and questions, which have yet to be resolved in the development process. But I must admit that when our executive committee met with the developer with the conceptual proposal, my lights went on and bells went off as I excitedly began dreaming of possibilities for our future at MBC. It was in the spirit of this excitement that I invited the new nominees to stand for the board. I know that others have a different perspective and therefore different perceptions of the issues of the development proposal.

My ardent wish for this, and for other issues which present themselves, is that each of us intentionally seeks to really understand and give positive energy to another's thoughts, understanding that at our core we are really all one, and that this shows itself right now in our wanting the best for the Mahone Bay community at large. We can intentionally create whatever we want by how we think about something, by how we speak about something, and by we act on something. Instead of an immediate argumentative response we can say "say more about what you mean", "help me to understand better where you're coming from and where you'd like to go with this," "this is what I'm hearing you say, is it accurate?" It's not easy to make responses like this when we're fired up, but the other ways of firing back without listening, making derisive comments about another, or labelling another in an "us and them" mentality is the war way rather than a healing and productive way.

Paul Seltzer

EXECUTIVE COMMITTEE REPORT

Paul Seltzer, Chair

Dan Baxter, Vice Chair

Maria Mackenzie-Cann, Secretary

Darryl Haley, Treasurer

1. Staff reviews implemented. (Carol Snyder and Carol Pearse)
2. Authorized compilation of MBC Policies and Procedures Manual. Completed, with gratitude from the board to Penny Carver.
3. Addressed office management issues.
4. Moved extra desks to office.
5. Authorized meeting of special committee with Mahone Bay town officials to work on resolution of MBC ownership issues, zoning, signage, and programming.
6. Authorized, via board action, the implementation of RITE fundraising.
7. Authorized, via board action, the establishment of an MBC website under the leadership of Bob Edey from the board, and Ellen Agger and Wayne Ready, with gratitude for their efforts.
8. Sought leadership for implementing a visioning process for MBC.
9. Met with Robert Youden, of MADE, regarding the conceptual proposal from the town for the development of the property behind the Centre.

Mahone Bay Centre Program Committee

In the fall the program committee met several times to develop a questionnaire to members to ascertain the degree of interest across a range of activities. The questionnaire was distributed by e-mail to most members as well as to people attending the Christmas Open House. We received 25 completed questionnaires indicating interest in a number of topics but very little indication of readiness to help organize events and activities. There was some readiness to help organize a DVD lending library (which we could pursue) and in an information session of home heating, ventilation, moisture problems (which we could incorporate in our fledgling series on the environment (see below)).

Throughout the year I have been doing exploratory work on developing seniors programming. Mahone Bay has the largest proportion of its population over 65 in the province. Provincial authorities acknowledge that today's systems of health and support care for the elderly will not be able to meet the challenges of an aging population in the years to come. The idea would be to use the Centre for on-site activities for seniors and at the same time try to mobilize, through the Centre, increased volunteer resources to help seniors remain in their own homes. It would also have the potential for increasing community use of and support for the Centre, and in raising public and private funding support. A report and proposal will be made to the membership in the fall.

Events held throughout the year included a Christmas open house that was well attended, and the "April Foolish" fundraiser organized by Moni Wildemann, featuring our first use of a looney auction.

In follow-up to a showing of the environment film "An Inconvenient Truth", we have launched an Environment Working Group as a forum for discussing environmental issues of concern and promoting practical ways to conserve energy and reduce carbon emissions. The first public event will be held on Monday June 18 with a presentation on "ecological footprint", including participation by students from Bayview School. Other events are being planned for later in the summer and the fall.

Plans are underway for the launch of the Bob Sayer "Oral History of the Mahone Bay School" in the fall. Bob has completed the book and production is underway over the summer. We have involved people who organized the old school reunion several years ago, and former teachers, students, and officials will be taking part. This should be an exciting event, and there will be several public relations activities in the lead up.

A fundraiser is being planned for July 7 featuring an eclectic band from Toronto, "Gordon's Acoustic Living Room", to be held in the gym, with hotdogs, deserts, and a cash bar. We will be looking for volunteers to help make this exciting event a success. The following week, July 14, actor Richard Donat will do a one-man show of readings from Stephen Leacock, which will also serve as a fundraiser.

AGM Report

MBC Tenants 2006-2007

A tenants' meeting held September 12, 2006 was attended by three tenants. Because attendance at most of the previous meetings had also been low, the Chair made a decision to forego regularly scheduled tenants meetings and to instead include a summary of the Board of Directors meetings in each monthly newsletter for the purpose of keeping all tenants informed. A notice was sent to each tenant informing them of this change and encouraging them to contact Maria MacKenzie-Cann if any problems or questions arose regarding their tenancy.

A meeting with tenants concerning the rental increase and other changes to the tenancy lease was held on April 5, 2007, chaired by Paul Seltzer. Quite a few tenants attended and a number of Board members were present. Questions and difficulties arising from the changes to the tenancy lease were addressed.

Some members of the arts community, including MBC tenants, held separate meetings to discuss the impact of changes to the tenancy lease and to strategize ways of addressing the difficulties.

It became clear during the past year that the tenants representative on the Board of Directors should not also hold an executive position on the Board, due to potential conflict of interest in some matters concerning tenancy issues vs. Board issues. As well, it might best serve tenants to have a formal Tenants Association in place. A new Tenants Representative on the Board has been called for, with a notice having been sent to all tenants (no response to date).

David Cameron and David Walmark have agreed to convene and facilitate gatherings of interested tenants to discuss issues and decide on the tenants permanent leadership and in what ways the tenants would prefer to be in communication with the board in the future."

Submitted by,

Maria MacKenzie-Cann

June 3, 2007

ANNUAL REPORT OF THE ARTS COMMITTEE

Mahone Bay Centre Society

June 11, 2007

Committee Members: Deborah Hickman, Chair, Rita Lamontagne- MacDonald, Wayne Ready, Astrid Stec, Bill Marshall, Kate Church, David Cameron, Ed Porter , Rob Moir
New members: Sally Warren, Penny Carver

As has been our custom we will be inviting the new rep for South Shore artist of Visual Arts Nova Scotia (VANS) Barbara MacLean to attend our meetings.

ACHIEVEMENTS & PROJECTS June 2006 – June 2007

The Arts Committee and resident artists serve as a catalyst for arts activities at the Mahone Bay Centre thereby fulfilling the original founding agreement between the Town of Mahone Bay and the Mahone Bay Centre Society.

- **'The 2nd floor' Art Gallery** hosted two exhibitions in the fall of 2006. Upcoming exhibitions include one in July which will be a fundraiser for the Centre and one in September. A fundraiser for the 2nd Floor Gallery, "Art Swap and Social" was held by the committee June 17 2006.
The committee is planning a group exhibition and sale for the late fall. The committee continues to solicit bookings for the gallery. We will also be inviting Barbara MacLean to hold the annual VANS (see above) exhibition at the Centre.
- **Regular use of the Art Room** included: the printmakers group; occasional rental for children's art classes; occasional studio for visiting artists; adult art workshops and classes. The numbers of rentals increased this past year both through increased in-house programming and through rentals by Mahonne Arts a private business that rented the room for 4 weeks hosting 48 visitors for 5 days each. These workshops were greatly enhanced by the presence of professional artists in the Centre who generously gave studio visits. These included Kate Church, Scott MacLeod and Bill Marshall.
- **Annual Christmas Open House** contributions included two children's art activities, open studios and active participation in the form of the Wee Giant Theatre tenant Moni Wildemann.
- **Arts at the Centre Programming** in the winter and spring of 2007 provided the following community activities:
Life drawing sessions on Sunday afternoons which have been very popular
"Instructed Life" a six week life drawing class with Ed Porter which was fully subscribed and enjoyed by all.
Life Drawing with Geordie Millar, who teaches for both the Art Fundamentals and Animation Programs at NBCC Miramichi, was held on the weekend of May 26 and 27 and was fully subscribed.

The Arts Committee would like to thank new member Sally Warren for her very successful programming work for the committee.

Artists Talk is an on-going session for local artists to get together and talk about art – their own, each other's and current contemporary art. It is held on the third Thursday of the month in the Art Room.

- **Increase in number of artist tenants.** The June 2006 AGM report noted that 4 studios housed 5 artists. By March 2007, this count had increased to a tally of 11 artist/craftspersons renting 7 ½ rooms. This represented 7 years of hard work by the Art Committee to attract artists to the Centre to work in safe and reliable studios and contribute to our Mahone Bay Community's reputation as a town with many artists. This strong artistic community within the Centre represented the fulfillment of the intentions expressed in the Centre's Development Agreement with the Town of Mahone Bay and its own Vision, Mission and Goals.
- The committee will continue to develop its profile as an arts group and work to ensure that the Centre becomes eligible for provincial 'arts facilities' funding with the future prospect of developing a dedicated arts space in the Centre to house artists' studios, a resource centre, as well as exhibition and performance spaces.

CONCLUSION

The Arts Committee is concerned about the number of artists who have given up their studio spaces since March 31 2007 in the context of changes to the rental rates and lease conditions. We are also keenly aware that in the public domain the reputation of the Mahone Bay Centre as a place which welcomes artist tenants has changed from very positive to negative. This has resulted in a decreased interest from the arts community in rental spaces or participation. In 2001 the Agreement between the Town of Mahone Bay and the Mahone Bay Centre Society states that *"the Mahone Bay Centre Society ...has submitted a proposal to the Town of Mahone Bay to acquire the ownership of the "old school property" to develop the school into an Arts, Culture and Community Centre"*. We as individuals and as a committee have been keenly aware of this commitment and in creating a community atmosphere at the Centre through the arts. Artists were the first tenants and have remained a reliable portion of the tenant makeup. There are many ways in which we have and will continue to contribute to the life and success of the Centre and we look forward to a productive relationship with the Board of the Centre to continue to accommodate artist-tenants in safe, reliable studios.

For more information on the Arts committee please find our TERMS OF REFERENCE document attached