



ANNUAL GENERAL MEETING: June 19, 2008

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## **AGENDA**

As per the instructions of paragraph #12 of MBCS by-laws, the following items of business shall be dealt with and shall be deemed to be ordinary business:

- Minutes of preceding general meeting(s);
- Consideration of the previously announced change in the by-laws concerning making email an acceptable form of communication;
- Consideration of the annual reports of the directors, their committees, and a visioning process for the membership;
- Consideration of the financial statements, including the balance sheet and operating statement;
- Nomination and election of directors for the ensuing year Election of officers.



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## REPORT OF THE CHAIR TO THE AGM

Looking back over the many notes and minutes of MBC activity during this last year, I am filled with a great sense of gratitude and excitement over what we have achieved and what the future holds for us. There have been several major breakthroughs for us to celebrate.

1. Securing the mortgage loan from Royal Bank of Canada for \$175,500 has provided us with the catalyst needed for improving our facility and it is due to the tireless diligence of our retiring treasurer Darryl Haley. Many said it was not a possibility. He persisted through the many obstacles, and with the active support of the finance committee (Dick Crawford and Bryan Palfreyman), we finally have the money to begin a new phase in our life at MBC. We thank Darryl and the committee for this significant contribution, and for efficiently managing our always-delicate financial situation.

The ACOA grant of \$166,000 for which we have been working since last July, is still in the works.

The concern now focuses on the impact of the spiraling costs of heating oil, and heating source options that may prompt us to re-order our priorities in our building improvement plans.

2. The mortgage application process triggered other notable events for MBC.
  - A new appraisal of our property showed how our efforts on all fronts over the last seven years have increased our property value from \$68,000 in 2000 to \$290,000 today. Upon completion of improvements, it will increase again to \$580,000
  - The title to the property has been officially migrated in our name.
  - We have been freed from the complications of connections with the Town of Mahone Bay, which until now has required their consent for many property and financial issues.
3. Another significant breakthrough for us has come from the persistent and creative work of Ted Hobson in initiating the Seniors Project that has resulted in a start up provincial grant of \$10,000 to MBC. Vicki Hirtle is the coordinator of this 20-week first phase, and the beginnings of the multi-faceted program are under way. Among the objectives are establishing a "timebank" bartering process, seniors helping seniors, an information and resource centre, cultural, educational, physical, and social opportunities for seniors.

We are deeply grateful to Ted and his volunteer steering committee for their ongoing efforts in responding to this community need on our behalf.

3. The Oral History Project resulting in the production of Mahone Bay Old School: A Life and Times, a 216-page volume of pictures and stories compiled

by Bob Sayer, was engineered in all of its detailed stages by Ted Hobson over the past year. A launch event on April 19th brought 300 people of the community together to celebrate the memories. The sale of over 400 copies of the book has served as our fundraiser for the year bringing in over \$6000. Many thanks to Ted and Bob for this happy addition to the life of our centre and town.

5. Our own MBC website was created and maintained for us this year thanks to the continuing attention and creativity of Wayne Ready. It offers a professional presentation of MBC to seekers, and is also an important means for communication within our membership. Special thanks to Wayne for this.
6. Since the gymnasium became available last summer, new opportunities have opened up for its development that will benefit the community. During the winter months there have been ball hockey, indoors soccer, gymnastics, Bethel Church, basketball for the Alternate School and Bayview School, and several special events. The Old School Market has been held there. There are many possibilities for the future utilization of this valuable space.
7. The Old School Market received much attention in anticipation of its possibilities as a gathering place for community activity, and source of added income for the centre. A wheel chair ramp was constructed, new signage installed in town and at the centre, advertising, entertainment and food planned, reduced vendor rates, various times tried, new tables purchased, special events planned. It did not work out. There were not enough vendors for the public and not enough public for the vendors. Location is an obvious drawback. There needs to be more thought and talk about what might make it work or not. Ideas?
8. Maintaining and upgrading our MBC building have required the enormous energies of many. The Building Committee is ably headed by Brian Swinamer and includes, Gary Langille, David Cameron, Derwin Spencer, Greg Muzzatti, and Bob Douglas, with regular assistance from Dave Etter as handyman, and Bill Snyder giving assistance with the heating system and computers.

The list of upgrades and repairs is LONG: heating system, installation of programmable thermostats, attic clean up and repair, P2000 attic floor insulation installed, major clean up and clean out of the old industrial arts room, furnace rooms, and old youth room. Window sills repaired, belfry repaired, garden shed set up, parking lot lined, emergency exit lights replaced, fire alarm system repaired, sprinkler system repaired, gym rain gutter replaced, new signage installed, trash box constructed, Red Cross used clothing receptacles put in place, three sets of recycle bins placed, snow removal and sanding, grass cut, new landscaping in front of building, investigating security systems, securing improvement estimates, new railings and baseboards for the dance studio, reworking plans for building improvements, investigating heat source and insulation options, reconfiguring room arrangements for more efficient use and desirable marketing, involvement with the government energy audit, cleaning radiators, electrical upgrades to the gymnasium, installing a belfry light, repairing and re-shingling roof, directional signage in lobby, dormer repairs, organization of NS Community College "Reach Out" day at MBC, prime painting gymnasium, replacing gym floor tiles, building table trolleys, changing locks, cutting new doorways, painting projects, etc., etc. And of course, the day to day changing of lights, unclogging toilets, etc. Carol Pearse, our part time cleaning person - and major cheerleader for the centre - has done an admirable job of keeping us looking good. Our deep appreciation is extended to her, to Brian Swinamer, his committee, and to every one of us who helps out, noticed and unnoticed.

9. Our Rental Committee provides the financial means for meeting the Centre's operating costs through our tenants and users, and deserves much praise and gratitude for their continuing efforts. Greg Muzzatti is chair, and Art MacDonald, Dan Baxter and Rob Inness make up the committee.

Sally Warren and Wayne Ready convened two "visioning" space meetings of artists, tenants and members. Among the many useful ideas shared was the current implementation of the "Art Studio Project" which subdivides a full size room into four, creating smaller studio spaces available to artists at lower cost. Similar possibilities could develop for small businesses. New monthly tenants this year include the Mahone Bay Area Food Bank Association, Champions Fitness, Bethel Church and artist, Sally Warren. Marketing of new space is always on the front burner. Finder's fees are offered. Pictures of available spaces are being developed. Ideas?

10. We are grateful for the many volunteer hours that are responsible for our current success. In preparing for the ACOA grant application we discovered that in the years 2005-2007 over 28,000 volunteer hours worth \$350,000 had been donated.
11. Fund raising continues to be a major focus and needs attention. We had the "Living Room Band" in July that netted \$652, the Oral History Project brought in \$6000, and also, we saved \$8000 by doing the labor and getting a donation from P2000 with the attic insulation.

We have set up the "Recognition" Donation Fund whereby individuals, families, or businesses can have a part of MBC named for someone or something important to them, e.g., rooms @ \$5000, windows @ \$1000, gymnasium @ \$50,000, stairs @ \$500, tables @ \$100, chairs @ \$50. So far one room has been spoken for.

We have engaged Monika Wildeman to pursue grant applications, charitable status applications, and possibly Aprilfoolish events. We have received \$10,000 from Ted Hobson's application for the current Senior's Project and Ted has made application for a "New Horizons" grant for a further \$10,000 to \$25,000 to continue the Senior Project and capital improvements to Room 014.

I conclude this report as I began, with gratitude and excitement for what's happening at MBC. My thanks to our very cooperative and affable board of directors, to Carol Snyder, our full time office manager, to Jan Anthony, our part time bookkeeper, to Dick Crawford, our volunteer assistant treasurer, to our Mayor Joe Feeney, to Michael Baker, to Gerald Keddy, to the Mahone Bay Town Council for letters and other expressions of support, to the citizens of our community whose positive attitude and support of the Centre continues to increase, and to everyone who chooses to spread positive energies about MBC in so many ways. Thank you!

Paul Seltzer, Chair  
MBCS Board of Directors

June 19, 2008



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**Report of April 29, 2008 Meeting of the Mahone Bay Centre Society on the Special Borrowing Resolution**

**24 Members present:** Janet Barkhouse, Wayne Ready, Tim Reid (Shambhala), Christa Nauss, Barb Haley, Bob Sayer, Val Hearder, Brian Swinamer, Bill Snyder, Ted Hobson, Alleson Kase, Ellen Agger, Sally Warren, Carol Snyder, Penny Carver, Rita Mac Donald, Kathy Seaboyer, Mark Villeneuve, Anne Palfreyman, Derwin Spencer, Bryan Palfreyman, Bob Douglas, Paul Seltzer, Geraldine Blyleven

1. Members present were certified.
2. The borrowing resolution to allow MBCS to borrow \$175,500 as a mortgage loan from the Royal Bank of Canada to provide funds to improve the MBCS buildings was presented and moved by Treasurer, Darryl Haley, and seconded by Bryan Palfreyman.
3. Support information for the resolution was projected onto the wall showing a payback period of ten years, with a monthly payback of \$2051, and pre-payment privileges.
4. There was a review of the application information sent to both the Royal Bank and ACOA, which included:
  - MBCS partnerships with NS Sports and Recreation, Office of Economic Development, ACOA, Oral History, Seniors Project,
  - Feed Nova Scotia, Mahone Bay Chamber of Commerce, Wooden Boat Festival, Nova Accessibility, Town of Mahone Bay, Municipality of Lunenburg;
  - Reports from the energy audit in summer 2007;
  - Reports of community support via volunteer activity in the last three years of 28,000 hours, value at \$350,000;
  - Projected project costs, economic benefits of MBC to the community (\$63,101 staff salaries, \$143,000 heating oil, \$19,072 taxes, \$49,767 utilities, \$65,459 maintenance and spin offs);
  - Review of our 2007 financials;
  - The 2008 property appraisal report indicating present value of MBC at \$290,000, and the value when planned improvements are completed \$580,000.
5. There was extensive discussion concerning allowing the Town an 18' easement for underground water, sewer pipes and emergency vehicle access in return for their required consent to encumber the property with a mortgage. There were also questions and discussion around the OK of the Royal Bank, gym usage and revenue; room division plans to expand our marketability; the new food bank and utilization of Room 014 (Youth). No questions or comments had been received from the email invitation.
6. The **vote** on the borrowing resolution was called for, and **passed: twenty-three in favor, one in opposition.**
7. Meeting was adjourned.

Report submitted by Paul Seltzer, Chair

May 8, 2008



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## **VOLUNTEER COMMITTEE REPORT**

During this past year I have attended several volunteer workshops, and also attended the "Volunteer Summit" held in Lunenburg February 25. There were several other MBCS members also participating. A policy has been approved to experiment with providing an opportunity for members of non-profit (no financial resources) groups to "timebank" their volunteer hours in the volunteer record book in the Centre office ahead of time, and then be able to apply for their volunteer hours to offset the occasional rental charges when needing space for their group to meet. This will assist the expansion of community participation at the Centre, and also help to improve the facility through the many opportunities to repair, clean, and paint, and address the many needs of the centre. It will also assist our recording of "in kind" labor often requested in grant applications.

I intend to set up a volunteer database for MBC.

I am currently studying event planning which I hope to use at the centre.

I am looking for people to join me on the volunteer committee.

Christa Nauss



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## RENTAL COMMITTEE REPORT

Building rental remains active and varied and although there's progress to be made, the rental committee is pleased with this year's result. Sound input from interested members and tenants is inspiring and appreciated by the rental committee.

The Mahone Bay center is, of course, a community facility and that is well reflected by the varied rental occupancy. The facility's strategic position and unique rental spaces are key: MBC is central in the Town and the Town is central in the region. Three critical factors for enterprise, it's often said, are: "location, location, location" and MBC is central, so we remain optimistic.

We're very proud to have the Food Bank located here to serve the area and the fresh new look they've created in that space will bring new opportunities for occasional rentals and provide a more pleasing atmosphere for youth. A new senior's initiative will see regular rental requirements as that program moves forward. The entire lower level of the old wing is now occupied.

Although not finalized, there's a new childcare service looking closely at space in the building and we're hopeful that will launch this year. Should that transpire, only one space will be vacant in the old wing. The dance studio has remained fairly active for occasional rentals.

Bethel Church have established a permanent rental space in two rooms of the new wing and are hopeful to expand into more space there this year should their organization require it. Very exciting is a new initiative for artists at the upper level of the new wing. Wayne Ready has generously applied his talents and expended a great deal of time and energy to co-ordinate division of small, one-of-a-kind studio spaces for artists to work from and network. We hope to fully utilize the rooms on the upper level for artists as this effort progresses.

Take-30 has initiated a fresh, active and healthy program for children this summer and will utilize space inside and outside the facility for that program as required. New to the building last year was the Canadian Coast Guard and we're pleased to have them back this year utilizing the space as their base of operation for Mahone Bay patrol.

The gymnasium has been active for occasional rentals and we are investigating the possibility of a unique, new multi-purpose floor surface to attract new and frequent

rental activities to the building. Paint Mahone Bay will be using the gymnasium for the first time this year and we enthusiastically welcome them.

Respectfully Submitted,

Greg Muzatti, Chair  
Rentals Committee





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### Report of the Program Committee

There were two major activities in the past year:

#### **Publication and Launch of *Mahone Bay Old School: A Life and Times***

The “oral history” of the old school, underway since 2005, was brought to completion with the publication in April of Bob Sayer’s *Mahone Bay Old School: A Life and Times*. An extensive mail-out and advertising effort led to close to 300 books pre-ordered by the time of the April 19 launch, with subsequent orders totaling 400. Between 250 to 300 people attended the launch, and the response throughout the community has been very positive. From 450 books printed, gross revenue from sales and corporate ads will total almost \$20,000; after expenses, the Centre will clear over \$6000. Books continue on sale at the Centre office, the Biscuit Eater, Simple Things, and the Settlers’ Museum., and will continue to be printed to meet demand.

The Centre and the community owe Bob Sayer a debt of gratitude for this “labour of love”, a veritable “tour de force” of local lore. In addition to the much-needed financial boost for the Centre, it has engaged many in the community with the Centre, and we look forward to continuing local story-telling activities. Thank you, Bob.

#### **Mahone Bay Area Seniors Project**

A steering group of 15 to 20 volunteers has been working over the past year to develop programs for seniors in the Mahone Bay area, demographically the oldest community in the province. On April 18 we received a grant of \$10,000 from the Nova Scotia Department of Seniors Positive Aging Fund to support our efforts to develop community-based programs to:

- Encourage social, cultural, recreational and “life-long learning” activity necessary for health and well-being. This will involve a variety of activities at the Centre and possibly other venues.
- Provide help to enable people to maintain their dignity and independence in their own homes for as long as possible. This will involve mobilizing people to help others with occasional household tasks that can no longer be done safely or easily.
- Provide a forum for information about a wide range of issues affecting seniors and for organizing to promote seniors’ interests. This will involve public sessions to hear from the many organizations that provide services for seniors about what they do and how they can be accessed.

As part of this project we have initiated a series of “Conversations with…” mid-afternoon talks and coffee on topics of general interest. We hope to build on activities like this.

We are hiring a part-time coordinator to help move the project forward, and will be conducting a survey of seniors’ needs and interests over the summer months, focusing in particular on providing occasional help with household chores. We will be exploring the use of “Time Banking” for this project (provincial officials will present the TimeBanks concept at a meeting at the Centre on Thursday, June 26, at 7:30). We have also applied for a \$25,000 grant from the federal New Horizons program, to help with implementation of in-house programs for seniors activities, including outfitting the youth room for seniors (and others, including Food Bank) use. Resources from such grants do not go directly to operating expenses of the Centre but do involve payment of rent for room use for meetings and activities, and the purchase of equipment that can be used more broadly in Centre activities.

Ted Hobson, Chair  
Programs Committee



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#### MEMBERSHIP REPORT

At this time there are 140 paid up members and 20 members up for renewal. Our members are reminded to renew their memberships in the following ways:

- Email newsletter
- Phone campaign
- Xmas open house
- Centre events--e.g., book launch for "Mahone Bay Old School, Life and Times"
- People can also register on the Mahone Bay Centre website

The activities of the Mahone Bay Centre are also promoted on the E directory for Lighthouse Publishing and their E marketing newsletter worth \$450. They have also taken out a banner on the MBC website. We would like to thank Lighthouse Publishing for their generous support.

In conjunction with the seniors initiative, Sidney Lang and Ina Allen have started a "Talk Series" entitled *Conversations with...* on Thursday afternoons at 2:00 p.m. This is an opportunity for people to listen and converse with knowledgeable people on interesting topics. Refreshments are provided. This spring our guest speakers are Bob Sayer (MB Old School: A Life and Times); Deborah Trask: Heritage Matters) and Judy Bain and Dorothy Rattray (Mahone Walking Tours). This will continue in the fall beginning in Septembers.

Respectfully submitted by,

Sidney Lang



## AGM Building Report – June 19<sup>th</sup>, 2008

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The past year has presented the building committee with several interesting projects. We have been able to regain control of the gym and have made several upgrades. Walls, doors and the floor have been repaired. Electrical circuits have been repaired. A portable wheelchair ramp was built which can be stored under the stage.

In the basement of the old building changes were made to provide space for a now operating food bank. The youth room is being redecorated to make it user-friendlier to all ages and service groups. In the attic we have installed 1 inch of P2000 isolation on the floor. This has made a noticeable difference in heat loss to the attic.

This month the east and north sides of the roof are being shingled which completes all major roofing work. Other leaks and weather damages are being dealt with ongoing.

Do to the cost of oil and the amount we use a study is under way into other heat sources or at least ways to reduce our dependence on oil. We are also hoping to do other exterior repairs this summer.

Our emergency lighting systems are now working properly with the replacement of 11 batteries and several bulbs. The sprinkler system will be repaired to meet current standards.

New capitol projects are to do more insulating, to replace windows, to repair or replace exterior steps, to install a windbreak at the main entrance, to replace the gym floor, and wherever possible to generally improve the appearance both inside and out.

Respectfully Submitted,

Brian Swinamer



Nominees to the Board – AGM June 19<sup>th</sup>, 2008

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According to our MBCS by laws the members of the board of directors all retire at the end of the current year, and are eligible to stand again as nominees for the ensuing year. The board may have between five and fifteen members. Current board members who are willing to stand again are:

1. Paul Seltzer
2. Bob Douglas
3. Greg Muzzatti
4. Sidney Lang
5. Ted Hobson
6. Christa Nauss
7. Bryan Palfreyman
8. Brian Swinamer

Darryl Haley and Carol Langille will not be standing again. We thank them for their devoted service to the work of the centre. Darryl will continue to serve on the finance committee. Carol will be working to start up the pre-school program at MBC that will be associated with First Steps.

New candidates for nomination to the board for the coming year to be considered and voted upon at the AGM June 19<sup>th</sup>, 7:00 p.m.:

1. **Claude Gagne** (nominated by Rita MacDonald)- 543-1928 - 129 Wilkie Cove Road, Middle LaHave, B4V 2W2

Claude has lived twenty-seven years in La Have, and has retired from his lifetime vocation in the construction business. He recently spent several days assisting in the cleaning and painting project of the old youth room at MBC.

2. **Zane Murdoch** - 624-0687 - 91 Maple Street, Mahone Bay.  
[precipice@ns.sympatico.ca](mailto:precipice@ns.sympatico.ca)

Prior to moving to Mahone Bay six weeks ago, Zane, his wife, Alice, and daughter, Hazel lived in First South, Second Peninsula and Lunenburg. He has had eleven years of training and experience in architecture and design. He

currently operates his own business "Precipice Design" and has offered professional advice to MBC on several occasions.

3. **Pat Joudrey** -624-1490 - PO Box 181, Blockhouse, NS B0J 1E0

[ejoudrey@eastlink.ca](mailto:ejoudrey@eastlink.ca)

Pat and her husband Errol have owned and operated "RC Wings and Wheels" in Blockhouse for the last seventeen years. They have two grown daughters. Pat has held many positions of leadership and involvement in her church, fire department, and community. Most recently she was a prime mover in the establishment of the new Mahone Bay Food Bank Association at MBC, and also in the cleaning and painting of the old MBC youth room in collaboration with the new Seniors Project.

4. **David Nicholson** - 627-2800 - 96 Shepherd Landing, Martins Point.

Dave and his wife, Ruth Ann have had a home here since 1987. Their grown daughter, Erica lives in Halifax. For thirty-one years he operated a Canadian Tire franchise. He is a retired charter accountant, and also serves on the MICA board of directors.

Additional nominations may be presented from the floor at the AGM.



# MAHONE BAY CENTRE

*"Building at the Heart of the Community"*

June 4, 2008

## TREASURER'S REPORT TO THE ANNUAL GENERAL MEETING JUNE 19, 2008

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

- 1) Income Statement for the year ended December 31, 2007 with comparative figures for 2006.
- 2) The Balance Sheet as at December 31, 2007 with comparative figures for 2006.
- 3) Budgeted Revenue and Expenses for the year 2008.

I would like to thank the members of the Finance Committee for their service to the financial management of the Centre. I would like to recognize Carol Snyder and Jan Anthony for providing the accounting information and I would like to recognize Dick Crawford who kept our cash flow on the straight and narrow along with a few of us at the same time.

The Income Statement for the year shows Net Income of \$9,496 compared to a Net Loss of \$16,338 for the year before. This represented a \$25,834 increase in our income or a 158% increase over the year before. This increase resulted in the following action:

- 1) Increased lease revenue as a result of the Rental Committee's efforts to move toward market value rental.
- 2) A significant increase in occasional rental revenue.
- 3) A better fund raising effort in 2007 over 2006.

The results of these efforts are reflected in the Budgeted figures for 2008. The budgeted Net Income for 2008 shows a self sustaining level of operations and is moving the Centre towards assured financial sustainability.

We have been engaged in a daily battle to maintain the solvency of the Centre. Hopefully with the continued application of this type of management and the improvements in the rental revenue, we can start again to think about long-term sustainability of the Centre. Much work needs to be done and hopefully the Executive will have time this year to turn its attention to

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

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# MAHONE BAY CENTRE

*"Building at the Heart of the Community"*

arranging for financing and other opportunities that may be available to complete the upgrades needed.

Subsequent to the year end, the Centre, based on approvals from the Membership, has obtained a mortgage on the Centre. This mortgage in the amount of \$175,500 will be used to complete repairs and upgrades to the Centre. An ACOA application for \$166,000 has also been submitted but as of this date no response has been received. Should the ACOA grant be received, it will also be used to complete repairs and upgrades to the Centre. Due to the uncertainty of receiving mortgage funds at the time the budget for 2008 was prepared, neither the repairs and upgrades nor the mortgage repayment have been reflected in the budget.

Darryl Haley, Treasurer

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

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