

Dick Crawford

From: "The Mahone Bay centre" <thecentre@mahonebay.com>
To: "The Mahone Bay Centre" <thecentre@mahonebay.com>
Sent: Monday, May 25, 2009 11:25 AM
Subject: Mahone Bay Centre Society AGM Monday, June 1, 2009 at 7 pm ~ (List of nominees for the board)

**THE ANNUAL GENERAL MEETING OF THE MAHONE BAY CENTRE SOCIETY IS
MONDAY, JUNE 1, 2009 at 7:00 P.M.**

There will be lots of important information about what's be going on and what's coming. We will also be electing a new board of directors to guide us for the next year. Your attendance and participation will be appreciated.

Some information about the 15 candidates for board members from our nominations committee:

1. Lokman Abdullah (abdullah@eastlink.ca) 624-1451. Lokman and his wife Colleen live on Sleepy Hollow Road. He worked in data capture for 22 years. They owned and operated the Puddle Dock Antique Shop in Mahone Bay for several years. They have been active in the Summer Concert Series leadership. He has been active at MBC helping with painting, maintenance and badminton.

2. Jon Allen (jonina@eastlink.ca) 624-8961. Jon and his wife Ina live on Keddy Bridge Road, and came to Mahone Bay from Toronto in 1981. Jon worked in real estate for 17 years. He served on Mahone Bay Town Council 1985-1988, is the founder and member of South Shore Players, leader of the Mid-Life Crisis musical group, is active writing music and plays, and golfing. He has been active at MBC fundraising events, Seniors Project and painting projects.

3. Jim Fox (jfox@bwr.eastlink.ca) 624-9229. Jim and his wife Carolyn have lived on Clearland Road since 1996 and his mother lived in Mahone Bay since 1964. Jim served in the armed forces 40 years, and he was then the executive director of the Heart and Stroke Foundation of Canada for 3 years. He is strong believer in MBC as an important institution of Mahone Bay.

4. Kelly Wilson (kellybwilson@yahoo.com) 624-0329. Kelly and his wife Merrilyn live on Edgewater Street, Mahone Bay. Merrilyn's roots in the local Swinamer family go back to 1752. Kelly worked as an engineer for Labatz Brewing Company in China for ten years before moving to Mahone Bay, where he operated a lawn care business for several years. He has served the community volunteering with the Classic Boat and Scarecrow Festivals, the Harbor Planning Committee and painting projects at MBC.

5. Derwin Spencer (dmspencer@sympatico.ca) 624-1254. Derwin and his wife Margaret moved to Maple Street in Mahone Bay from Ontario four years ago. He is a retired professional mechanical engineer, and was director of engineers at Indal Technologies for 29 years. Locally, he is giving leadership to the Mahone Bay Sustainability Committee.

6. George Ernst (gernst@grantthornton.ca) 543-8115. George lives with his wife, Heather in Oakland. He is a CA with Grant Thornton LLP, and serves the community as vice chair and secretary of MICA, and on the

St. James Church Council.

Other members of the MBC Board of Directors who will be re-offering at the AGM:

7. Greg Muzzatti
8. Sidney Lang
9. Ted Hobson
10. Bryan Palfreyman
11. Brian Swinamer
12. Pat Joudrey
13. Win Seaton
14. Dave Nicholson
15. Paul Seltzer

Retiring board members: Zane Murdoch, and Claude Gagne.

"Building at the Heart of the Community"

Space available at the
Mahone Bay Centre
45 School Street
Call Carol @ 624-0890
E-mail thecentre@mahonebay.com

MBC Executive Annual Report June 1, 2009 - Paul Seltzer, Chair

"Sunshine has come to the Mahone Bay Centre." That's what someone remarked last summer after seeing how the fresh coat of yellow paint transformed the northside of the old school building. Physically, it has given us all a boost this past year reminding us of how the centre is improving in looks and possibilities.

Sunshine is also a metaphor for much of what is happening internally at MBC in our activities and attitudes. Sunshine is warm, cheery, inviting, and full of life giving energy. Sunshine also helps us to see all the realities more clearly, the challenges as well as the achievements.

Evidences of achievements are everywhere. The loyal work of one paid, full time office manager, Carol Snyder, one part time custodian, Carol Pearce, and one part time bookkeeper, Jan Anthony, have assisted us greatly. Beyond their efforts, everything else has been happening through the volunteer energies and time of our board of directors, our committees, and so many others from among our tenants, members, and citizens of our community. All of which is a grand testimony to the Mahone Bay Centre as "building at the heart of community!" We are pleased, and we are grateful as we fulfill our mission. We are also always open to your new ideas and energies to improve. Your help is invited.

The various committee reports are available at the AGM and on our website. They give a testimony to some of the initiatives that have been undertaken. I will first report on the Executive Committee's responsibilities, and then add some to the other reports.

1. COMMUNITY RELATIONS

We have achieved greater independence from The Town of Mahone Bay through migrating our property deed, and through a compromising agreement to grant an easement to the town to have underground utility, and emergency vehicle rights through our property in exchange for release from parts of the development agreement. We are still dependent upon the town processes to grant tax receipts to MBC donors.

We collaborate with many town and chamber of commerce festival initiatives such as the Scarecrow, Father Christmas, and Mussel Festivals, providing space for storage and work projects. We also work with the Settler's Museum in their service and fundraising projects like the Paint Mahone Bay, and children's Christmas activities.

We sponsored the "Meet the Candidates" night before town elections in October.

We are participating in the current "sustainability" discussions of the town.

We have made informal approaches, including artists renderings (Win Seaton) to the town to consider using MBC as an option for its expansion plans.

We have received a \$500 gift from the town and also \$500 from the Lions Club for our seniors project.

We have met with the leaders of Lunenburg Municipality to explore areas of collaboration and potential financing.

We have had many meetings with regional ACOA and political representatives to achieve financial assistance and collaboration.

Local print media has given considerable favorable coverage to MBC.

2. NOMINATIONS

Dave Nicholson, as chair of the committee, worked with Sidney Lang and Pat Joudrey to come up with a maximum slate of fifteen directors for next year. New nominees are Lokman Abdullah, Jon Allen, Georg Ernst, James Fox, Derwin Spencer, Kelly Wilson. Re-offering directors are: Greg Muzzatti, Sidney Lang, Ted Hobson, Bryan Palfreyman, Brian Swinamer, Pat Joudrey, Win Seaton, Dave Nicholson, Paul Seltzer. We gratefully acknowledge the service of retiring directors Zane Murdoch and Claude Gagne.

BUILDING COMMITTEE REPORT ~ JUNE 2008 - MAY 2009

AUGUST 2008	The scraping and painting of the front side of the old building was completed.
SEPTEMBER	Evergreen beds were built at both sides of the old building entrance.
OCTOBER	Blown in insulation was installed in the old building.
JANUARY 2009	New ceiling tiles and lights were installed in the office. Minor upgrades to the hot water boiler were made which has helped reduce the oil used.
MARCH	A work week of volunteers made several improvements. Chairs in the community room were repaired, hallways cleaned and touchup painted, lower gym walls were painted, larger storage spaces were created by removing a wall in the gym, 50 plywood tables were repaired and painted and the new conference room was started.
APRIL	New rental space was created by dividing a room into two and equipping it for office space. A glass wall windbreak was installed in the front entrance.
MAY	New windows were ordered for the old building. We have been approved for a summer student work grant to help do more outside painting.
ONGOING	All winter and spring we have been installing new energy efficient lighting as we do over each room. This will continue throughout the building. We are also undertaking a total electrical assessment of our current supply and future needs. Insulation and furnace upgrades have cut down the oil burnt last winter. With new windows and more work on the furnaces we hope to further reduce the oil used by a sizeable amount.

Much has been done but much more is needed.

Building Committee

Minutes of the Annual General Meeting of the Mahone Bay Centre Society - June 19, 2008

The chair of the board, Paul Seltzer, opened by welcoming all the board members and MBCS members in attendance.

Special thanks were extended to Carol Snyder and Carol Langille for their work in preparing the refreshments.

Motion #1: That the 2007 AGM minutes be approved as presented. Moved by Bob Douglas. Second by Bill Snyder. Passed.

Motion #2: That the minutes of the Special Borrowing Resolution meeting April 29, 2008 be approved as presented. Passed.

Moved by Ted Hobson. Second by Brian Swinamer.

Motion #3: That the by-law addition, authorizing the Mahone Bay Centre to communicate through email as well as previously stated forms of communication. All were in favor.

Notes:

1. Business arising from the 2007 AGM Minutes. Dick Crawford responded to a question raised by Deborah Hickman about the dispersal of funds under the youth centre grant, by saying that the \$42,000 grant did not have the attached stipulation that it was all to be allocated to the youth centre. \$17,000 was still remaining. \$2000 was to be set aside for fundraising.

2. Special thanks was extended to Darryl Haley, Treasurer, for his hard work and determination in successfully securing the \$175,500 mortgage loan from Royal Bank of Canada this year.

3. Spiraling heating oil costs are a major concern, and may require a reordering of priorities in renovation plans.

Suggestions for options in addressing this problem are invited.

Committee Reports: (Printed versions of the various committee reports were available from the website and at the AGM.)

Volunteer Committee: Christa Nauss, Chair.

MBC has benefitted greatly from the 28,000 volunteer hours donated over the last three years. Thanks were extended to all the volunteers. There is a plan to establish a data base of MBC volunteers and activity. Assistance is needed.

Program Committee: Ted Hobson, Chair.

A grant of \$10,000 was applied for and received from the NS Province for the propose Seniors Project. A part time coordinator, Vickie Hirtle, has been hired June - October 2008 to assist the steering committee in implementing the project in the community. Another grant, "New Horizons" is being applied for from the federal government for seniors needs.

The former youth room has been cleaned out and repainted and designated as a multi-generational use room, and will

house the seniors project coordinators office.

The Oral History of the Old School project was successfully completed, selling over 400 copies and raising \$6000 for MBC.

Building Committee: Brian Swinamer, Chair.

Much attention has been given to improving the heat conservation of the building, and keeping up with general repairs and improvements. Attic insulation, replacement of emergency lights, cleaning out of many rooms has been completed. Much of the remaining work needs to be completed by qualified professionals. Thanks were extended to Carol Pearse, our part time cleaning person, for her outstanding work in keeping our building clean.

Rental Committee: Greg Muzzatti, Chair.

It was noted that rental income is MBC's means for providing operating costs.

Growing from a visioning session of a "space meeting", a plan for making smaller, more affordable spaces available for artists and businesses is being implemented. There is a need to increase marketing and advertising of opportunities available.

Finder fees are being offered. Pictures of available spaces are being taken. New tenants are Mahone Bay Area Food Bank

Association, Bethel Outreach Church, and Champions Fitness.

Arts Committee: Sally Warren, Chair

The committee has been in discussion with the rental committee about improving space use and a "hiving" of artists spaces.

Heat in some rooms causes problems for the artists. The possibilities of installing an air exchanger to lessen paint odors is

being explored. We are looking into creating a water source for the artists area.

Website: Wayne Ready, Chair.

Established in 2007, it has attracted 200-300 visitors each month as people look to the site for information about MBC and

its activities. Board activity is reported regularly for more transparency with the membership. There are many opportunities for the website use and expansion.

Recommendations include: 1) That the office manager weekly review the website to advise

the webmaster of information changes. 2) That the board recruit a volunteer with expertise in communications and graphic

design to advise other board members how the website can be used to support their areas of responsibility; guiding the evolution of the website, developing campaigns to publicize the centre and what it has to offer. 3) Hold a site review with

stake holders with a view to improving the site and making it more relevant to the needs of the centre.

Finance Committee: Darryl Haley, Chair.

Thanks were extended to Carol Snyder, Jan Anthony, and Dick Crawford for their hard work throughout the year. Revenues have increased. We need major improvements in fundraising. Monika Wildeman is pursuing applications for grant money, charitable status, and fundraising. " Recognition Donors" program is an on going opportunity for persons, families, or businesses to have the name of their preference connected to a part of the centre, e.g., the gymnasium, a wing of the building, a room, a

window, a step, a table, a chair etc. The year long process to secure a mortgage loan to allow us to move forward with capital improvements was successful with \$175,500 from The Royal Bank of Canada thanks to the hard work of Darryl Haley, and the finance committee. The application for an additional \$166,000 from ACOA is still pending.

Nominations Committee: Sidney Lang, Chair.

Dick Crawford led the board nominations process. Gratitude for their service was extended to retiring board members, Darryl Haley and Carol Langille.

Board members who are re-offering are: Ted Hobson, Brian Swinamer, Bryan Palfreyman, Greg Muzzatti, Bob Douglas,

Christa Nauss, Sidney Lang, and Paul Seltzer.

New nominations being offered are: Claude Gagne, Pat Joudrey, Zane Murdoch, and David Nicholson.

Motion #4: That nominations be closed. Moved by Dave Nicholson. Second and passed by all members present.

Motion #5: To accept Paul Seltzer as chair of the board. Moved by Dick Crawford.

Second by Dan Baxter. Passed.

Motion #6: To accept Bob Douglas as vice chair of the board. Moved by Dick Crawford.

Second by Darryl Haley. Passed.

Motion #7: To adjourn. Moved by Darryl Haley. Second by Brian Swinamer. Passed.

Submitted by Christa Nauss, Secretary.

"Visioning" suggestions offered in writing by the membership from topics discussed at the meeting:

-Dealing with rising heating oil costs: consider a surcharge for both long term and short term rentals.

-The ramp access grant that was mentioned...if there was any funding left from that mandate, could it not be directed to the outside

entrance to the patio room, if anything is left.

- Floor surfacing for the gym and patio room are sorely needed to make rental of those spaces more viable and appealing.

A big fund raiser to cover the cost of the flooring might be in order, and mean more "sooner than later" rentals for the spaces.

Of course fund raisers would also advertise and promote what we are doing in those spaces...a very good thing.

- The Farmer's Market might do better with downtown signage (working with the town's requirements), early promotion before fall's

closing, and a vendor's commitment to a day and time. It may be a consideration to have it once a month and make it big.

- The room just off the gym,(the old locker room) might be the best place for storage of tables and chairs. A rental fee per piece

might be considered to outside users, over and above the room rental. MBC members could book use of the same items for free,

or discounted fee, as a privilege of membership

MBC Program Committee (Seniors Project)

Annual Report

May 26, 2009

With receipt of a grant of \$10,000 from the provincial Positive Aging Fund in May, 2008, the Mahone Bay Area Seniors Project ("Project") hired Ms. Victoria Hirtle as part-time coordinator and proceeded to develop

- A range of social, recreational, cultural, and life-long learning activities
- A program for "seniors helping seniors" in their homes
- Information/education/discussion sessions on issues of interest and concern to seniors

The Project has a cell phone (553-0640) and an e-mail address seniorsproject@eastlink.ca, and a link on the Centre's web site (now being enhanced).

The Project has been sustained through further grants of \$23,000 from the federal New Horizons for Seniors Program Fund (January, 2009); a further \$10,000 from the provincial Positive Aging Fund (February, 2009); and \$19,500 from the federal New Horizons Capital Assistance program, for renovation of the basement room for seniors. We have also received a grant of \$500 from the Town of Mahone Bay and \$500 from the Mahone Bay Area Lions Club for the room renovation. The project has also raised \$2000 through two fundraising dances (Mad Hatter Dance, October, 2008, and Valentine Dance, February, 2009), and through voluntary donations at program events. The Project in turn contributes to the Centre through payment of rent for all its events at the Centre (about \$3500 in the past year), purchase of equipment (e.g. a multimedia projector) which can be used for all Centre activities, and by generally raising the profile of the Centre in the community through our program activities.

The Project initiated the following activities, and held the following events in the past year:

Social, Recreational, Cultural, and Lifelong Learning

- "Conversations with...": a monthly series of interesting talks by knowledgeable people, with refreshments, headed by Sidney Lang, now well established.
- "Classic Movies" series: rocky start, in abeyance for now, needs some movie lovers to step up
- "Winter Walking" in the gym: twice weekly: good start, room to grow
- Spring Walking Club": twice weekly, exploring various outdoor trails, led by Stefan Sopher
- Adult badminton: solid core of enthusiasts, will resume in the fall
- Mad Hatter Dance in October, with Mid-Life Crisis donating their talent
- Potluck Supper and General Meeting, January 19, over 80 attendees, including MP Gerald Keddy, to announce the first New Horizons grant
- Valentine Dance in February, with Mid-Life Crisis, purchased by a group of Mahone Bay seniors at the annual MICA auction
- "Three Cups of Tea" video presentation by author Greg Mortenson on building schools in Pakistan and Afghanistan, March 23, 2009
- MP Gerald Keddy announcement of \$19,500 New Horizons grant and unveiling of seniors room renovation plans, April 8, 2009, with refreshments.
- The Project organized the May 16 Mussel Hustle Kitchen Party, in conjunction with the local mussel festival, with close to 200 people attending, raising over \$2100 for the exterior painting project.

2009 MBC Rental Committee Report

Building rental remains active and varied at the Mahone Bay Center as we seek full capacity.

Of note this year is creation of smaller, affordable spaces to provide attractive, upgraded rooms for businesses to locate in Mahone Bay. Large classrooms were repeatedly overlooked by prospective tenants seeking smaller, affordable spaces more conducive to small business. Our new renovated spaces are intended to meet this demand.

Our front entrance has been upgraded with a modern wind break and the exterior substantially upgraded with new paint and landscaping to give a fresh, attractive look. New windows are next to both enhance energy efficiency and restore the fresh appearance of MBC as a desirable facility for current and prospective tenants. The "old wing" is now fully insulated and the roof water tight, a major achievement intended to keep heating costs down and tenants more comfortable.

To be completed soon is a 1300 square foot conference room to provide business meeting space, lectures, movies, award ceremonies and the like for the community and region. It is hoped this will draw new interest from many factions seeking this type of resource in the area.

The gymnasium has been active for occasional rentals and we are once again investigating the possibility of installing a unique, new multi-purpose floor surface to attract new and frequent rental activities to the building.

Rental opportunities are varied from a gymnasium with stage to community kitchen, small business, the arts, fitness, food bank and more. The Mahone Bay Center provides extraordinary rental opportunities, unique services and resources to the Town and community.

Respectfully Submitted,

Rental Committee

FINANCE COMMITTEE REPORT
TO THE ANNUAL GENERAL MEETING

1ST JUNE 2009

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

The Income Statement for the year ending 31st December 2008 with comparative figures for 2007.

The Balance Sheet as at 31st December 2008 with comparative figures for 2007. Budgeted Revenue and expenses for the year 2009 are included in the preceding.

I would like to thank members of the Finance Committee for their service to the financial management of the Centre. They are Darryl Haley, David Nicholson, Dick Crawford and Paul Seltzer. I would also like to recognize Carol Snyder and Jan Anthony for providing accounting information and I would particularly like to thank Dick Crawford for managing our increasingly complex cash flow and the all too many payables and usually more enjoyable receivables of the Centre.

As this suggests, there are two sides to financials – money in and money out. In this connection I would like to thank our building committee, headed by Brian Swinamer, for their efforts to keep costs down, most particularly through various measures to reduce oil usage and for enhancing our rentable facilities. On the revenue side I would like to thank Greg Muzatti for improvements in our overall rental income and, in particular, Ted Hobson for the seniors grants that he has received for Centre programs and facilities.

Financials are accounting records which sometimes reflect numbers that require explanation. Those here last year will recall that we had just obtained a mortgage on the Centre to pursue capital projects. The income statement reflects one time costs associated with the mortgage, such as legal, building appraisal etc. Also expenses associated with seniors funded programs are recorded as an expense on the income statement while the offsetting grant revenue is recorded as contributed surplus on the balance sheet. Correct in accounting terms but a little confusing when studying cash flow. However, having just completed the first annual mortgage review with our RBC Financial Group Senior Commercial Finance Manager I can report that, subject to his Credit Dept confirmation, we are fully meeting the terms of our mortgage and the associated ratios.

That said, our lease revenues did not meet plan but occasional rentals were more than expected. The budget plan for 2009 contains lease income challenges but, encouragingly, much new rental space is coming on stream. On the expense side our largest cost is oil, and budget for this has been modestly reduced because of continued investment in energy saving initiatives. Modestly reduced because hoped for extra savings may be offset by increases in world oil prices. All in all, the 2009 budget should allow continued orderly repayment of our mortgage, further capital enhancements to the property and proper remuneration to our employees.

Bryan Palfreyman
Chair, Finance Committee.

Projects Worked On Throughout The Year

Farmers' Market

Worked with the vendors to increase customer attendance. Instituted a weekly email to all members to update them on what was happening at the market. Visited the Lunenburg Farmers' Market and tried to entice new vendors to the MBC Market. Attendance increased and the market remained open through out the winter until late April at which time it moved to the Mahone Bay Waterfront site.

At this time the vendors indicate that they will be back at the MBC when the waterfront site closes for the winter.

Membership

Worked with the Membership Chair to increase the number of Members at the Centre. Also set up a call ladder so that we have a mechanism in place to call all members of the Centre in an expeditious and timely manner. (Sidney Lang is now looking after this important communications tool).

Website:

The Mahone Bay Centre website was reviewed; after considerable work, and the assistance of funding for training we are re-writing the Web Site and training two members of our staff, (Carol and Victoria), to maintain the website going forward. Thanks to all who worked on this project and especially to Barbara Wuertz who is doing the work on the site and to Ted Hobson for providing the funding to update the site.

Nominating Committee:

Worked with Sidney Lang and Pat Joudrey to come up with a slate of directors for the new year. We are pleased to present a list of six very capable individuals who have agreed to stand for the board for the coming year.

Submitted by David Nicholson
Member of the Finance Committee.

Membership Report
for
Mahone Bay Centre
June 2009

This year the main objective for the membership chair was to attract more members, specifically, individuals who participate in the various Centre activities but who are not members of the Mahone Bay Centre. I am pleased to report that our membership is now 230 members, an increase of 90.

Members join at different times of the year and are reminded to renew their memberships through the monthly email newsletter and phone calls. Members may pick up their membership cards from Carol Snyder in the office between the hours of 10:00 am and 4:00pm.

"Conversations with ..." a talk series led by knowledgeable people on interesting topics has been a great success this year and has attracted some new members. I would like to thank the following speakers who donated their time to make this successful.

Bill Kowalski:	The Perils and Rewards of being a Writer in the 21st Century
Dan Hennigar	The Treasures of Oak Island
Jenny Sandison	Flowers of the World
Al Chaddick	Art as Social Activism
John Payzant	"The Bloody Hand" The Story behind the Legend of Covey Island
Veryan Haysom	Patterns of Colonization
Alleson Kase	Engaged Travel
Michael Ernst	The Stream with Many Names

Our June 18th "Conversations With" is Tea and Textiles hosted by Valerie Hearder (quilting) and featuring Mary Gilles (needlepoint), Carolyn Little (rug hooking), Justine Kerr (felt making), Anna Davison (quilting), plus Tammachat (natural textiles).

I would like to thank Ina Allen, (co-chair), and committee members, Judy Bain and Mary Parker, for their valuable assistance with this program.

Respectfully submitted by

Sidney Lang

REPORT FROM ARTIST REP: Director Win Seaton

We have 5 artists in residence at the centre, with the addition of artist Ann Benitz, plus a very active print workshop run by Ed Porter and life drawing classes by Sally Warren, who also will head up the "Paint Mahone Bay" in July at the Centre. The classroom on the second floor of the old building is well used along with the 3 studio units. The artists as a group are looking forward to the new Convention Room and the possibilities this facility can aide in promoting the artist work in the centre.