

East Hants Arena Association Board of Directors Meeting

January 28, 2019

East Hants Sportsplex Board Room

Start: 7:00pm, End 8:15pm

Called to Order by: Bill Falkenberg

General Manager: Scott Forward

Note Taker: Brenda Merriam

Board Attendees: Faye Peach, John Philpott, Norval Mitchell, Patrick O'Neil, Perry Mitchelmore, Travis Hunter, Wendy Matheson-Withrow, Scott Hirtle

Board Regrets: Danny Hines, Tanya MacRae

Additions to Agenda:

- Installation of officers for this year.

Bill motioned to approve the agenda with this addition, Norval approved seconded by Perry. All in favour; motion carried.

Board Meeting Minutes:

- Minutes from November 19th, 2018 were reviewed. Motion to approve: Faye approved; seconded by Norval. All in favor; motion carried.

Installation of Officers and Directors: by Bill Falkenberg

Bill read the Installation of Officers to the board members present. The members then read the Oath of Office together.

Members of the Executive- 2018/19

President- Bill Falkenberg

Vice- President- John Pilpott

Treasurer- Tanya MacRae

Member at Large - Scott Hirtle

Financial Statements: by Scott Forward

November 2018

Overall- solid month

- Revenue- tracking in every section except café
- Tracking ahead of budget for this year

December 2018

Overall- challenging month on field house side

- Revenue was down in main revenue streams (ice and field house). Part of that reason was two high school games were cancelled, EHMHA demand is down this year, and Soccer NS is not using our facility this season.
- Discussion around next years field revenue and what can be done to try to increase the usage of our field.

Motion:

Perry made a motion to approve and to move into record the November and December Financials, seconded by John. All in favour, motion carried. Financials Approved.

New Business:

Preventative Maintenance Update: by Alex Butler

Presented by slide show

He provided information/data on last quarters (Sep- Dec) work orders, labour costs, material costs, etc.

He is also creating training manuals for staff.

He is hoping that by next quarter there will be more automation through the work orders.

A/R Update:

No A/R

A/P Update:

No A/P

Interchange Land Sale Report: by Scott Forward

A counter offer was received and presented to the board for discussion and approval. The board unanimously agreed to accept the offer from the government which was 80% more than the original offer. A realtor fee of 2% of the agreed sale price will be paid to Paul Sentner for brokering the sale on our behalf. We will receive payment within the next month or so.

Biotech Reno- by Scott Forward

There will be an actual wall/windows replacing the metal cage. We have agreed to split the renovation cost 50/50 with an understanding that Biotech will stay in our space for another 2 years.

Smoking Policy Update- by Scott Forward

Waiting on response from the Municipality with respect to changing our location as a non-smoking location. Letter was sent.

Golf Fundraiser- by Scott Forward

Friday, June 14th is our date. Need full participation from the board.

New Board Members Vote: *by Bill Falkenberg*

Corey Robinson has put his name forward. The board has reviewed the information provided by this candidate.

Motion

Perry motioned to bring Corey onto the board and Norval seconded the motion. All in favour. Unanimous vote.

New Action Item:

None for this meeting.

Completed Items:

Action Item	Person Responsible	Completed
Set-up Meeting	Scott Forward	With new Sport Infrastructure group



Action Item	Person Responsible	Done
To get our property approved as non-smoking	Scott Forward	Letter was sent

Action Item	Person Responsible	Done
Send out meeting requests for all future meetings	Scott Forward	All Board members

Next board meeting will be April 29th, 2019 at 7:00pm at East Hants Sportsplex Board Room.

