

EAST HANTS ARENA ASSOCIATION

BOARD OF DIRECTORS

MEETING MINUTES

7:00pm, November 1, 2022

Attendance: Bill Falkenberg, Scott Hirtle, Norval Mitchell, Wendy Matheson - Withrow, Scott Forward, Pat O'Neil, Walter Tingley, Faye Peach, Alana Tapper, Jason Parker

Regrets: John Philpott, Travis Hunter

CALL TO ORDER

Bill Falkenberg

ADDITIONS TO AGENDA

September financials

Pickle Ball

Strategic Plan

Signage in front of building to deter loading/unloading/congestion

APPROVAL OF AGENDA

Motion to approve agenda by Scott Hirtle and seconded Faye Peach

Carried

Minutes from May 30 & July 11, 2022

Reviewed

Motion to approve by Wendy Matheson-Withrow and seconded by Scott Hirtle

Carried

FINANCIAL STATEMENTS

May 2022 – Scott F noted we did not have as much of a loss as expected. Ice was taken out earlier than expected due to no spring hockey. Not enough business to keep ice into June.

June 2022 – Scott F noted a fire alarm and emergency light issue caused an increase in costs putting us slightly over budget. LEDs installed, less battery packs needed, will be less cost over time.

July 2022 – Scott F noted Tide Fest occurred in this month, this was beneficial for our ATM machine. ATM Provider was changed due to lack of service from previous vendor. New vendor is very responsive, happy with their services. Old vendor still needs to pickup their machine (no response when requested), this is not causing us any additional costs. New camera (damaged from plow), amp and speaker were ordered this month to repair audio system.

August 2022 – Scott F Noted loss was less than expected. Soccer provincials were hosted in the dome in August.

September 2022 – Scott F noted late start to hockey this year (approximately 2 weeks delay). Try-outs started in start of October instead of in September as they traditionally are. A hockey tournament was hosted in this month. Very little for soccer was hosted in September. Costs for the Café are steadily increasing. Vending machines showing as a loss due to inventory re-stock, this will balance out. Hurricane occurred on Sept.26, we were able to save our ice and receive a lot of business from outside clubs due to their home ice being lost. IR scan was completed for insurance purposes. 2nd amp was purchased for audio system repair. Wages were up due to training of new staff. Getting generators discussed, not cost effective for actual needs.

Motion to approve by Wendy Matheson-Withrow and seconded by Faye Peach.

Carried

NEW BUSINESS

A/R and A/P update A/R mainly government agencies owing past 60 days, considered normal as payment from these agencies takes time.

A/P showing insurance as renewal is in November yearly, no concerns.

NSP agreement in place to have a couple weeks leniency when needed (no interest)

2020-2021 Audit Update - Baker Tilly was on site starting October 2022. We expect to have full audit completed by end of November 2022. Some delay due to change in dates needed for audit due to ownership turn-over to municipality & employee turn-over.

Additional Dressing Room - U15 has requested a dedicated dressing room, intention is to use room 8 & 10 and remove barrier wall making 1 dressing room. These dressing rooms were initially built for field house use, they are not being used. No charge for the room as U15 will give consistent business.

Hurricane Fiona - Field House was deflated, Minor damage was noted to field house. Pumps were rented for 6 days after hurricane to remove the water prior re-inflating. Lift will be needed in order to complete repairs due to height of damage location. If lift cannot be secured by 2nd week in November Field House will be deflated in order to complete repairs as they must be done prior snow falling.

Building Condition Assessment - Assessors on site in September 2022. Should have report by end of November. 3D scan was also complete. Noted this is being done as part of a Municipal asset management project.

Flashing For Roof between KMA and IPB - Noticed during the building assessment. Causing more of a risk of water damage than wind damage. Must be repaired to mitigate risk ASAP. **Motion to complete repairs by Norval Mitchell and seconded by Scott Hirtle. Carried**

Chief Engineer Update - Interviewed 4 people. 3 did not have appropriate qualifications, 1 candidate had appropriate qualifications but other issue making not suitable for position. 1 current staff member has all certifications and tickets needed; he is now our interim Chief Engineer. Scott Forward will work with him during a 6-month probationary period to ensure he has all skills needed in order to be successful in this new role. A couple more full-time maintenance personnel were hired on to replace this employee. Prior Covid a dedicated part-time staff was considered for Field House. This will be re-visited as it will be beneficial.

Cashflow Update - Should be in the positive for October 2022. No concerns from municipality as running within budget specifications.

OLD BUSINESS

None

IN CAMERA DISCUSSION

No in camera

FUTURE BOARD MEETINGS

To be held at the EH Sportsplex Board Room on January 30, 2023

MOTION TO ADJOURN

Motion to adjourn by Pat O'Neil and seconded by Faye Peach.
Carried