

## **EAST HANTS ARENA ASSOCIATION**

### **BOARD OF DIRECTORS**

### **MEETING MINUTES**

7:00pm, January 30, 2023

**Attendance:** Bill Falkenberg, Scott Hirtle, Norval Mitchell, Scott Forward, Pat O'Neil, Walter Tingley, Faye Peach, Alana Tapper

**Guests:** Jamie Walsh (Partner) and Faye Dickenson (Baker Tilly)

**Regrets:** John Philpott, Wendy Matheson - Withrow, Corey Robinson, Jason Parker

**Absent:** Travis Hunter

#### **CALL TO ORDER**

Bill Falkenberg

#### **ADDITIONS TO AGENDA**

Baker Tilly - Review of Draft Audit (2020-July 30, 2021)

#### **APPROVAL OF AGENDA**

Motion to approve agenda by Scott H and seconded Faye P  
Carried

#### **Review of Draft Audit 2020-July 30, 2021, with Baker Tilly Representatives**

Fay Dickinson noted as manager on file, reviewed the Statements with the board.

Norval M asked if there were any red flags or fraud detected. Jamie W responded there were none found during the audit.

Noted: Charitable return is still to be completed.

#### **Approval of Draft Audit**

Motion to approve 11-month audit ending July 30, 2021 by Baker Tilly as is by Scott H.

\*Motion made to ensure audit can be turned over to East Hants Municipality in timely manner.  
Unanimously carried.

#### **Minutes from November 1, 2022**

Reviewed

Motion to approve by Norval Mitchell and seconded by Pat O.

Carried

#### **FINANCIAL STATEMENTS**

**November 2022** – Scott F noted will see increase in wages, increase in insurance costs.

**December 2022** – Scott F noted revenues tracking very similar to budget, vending stock to be adjusted to account for beverages used by café (will see adjustment entries once prepared by bookkeeper) in January financials.

Motion to approve by Pat O'Neil and seconded by Scott Hirtle.

Carried

## **NEW BUSINESS**

**A/R and A/P update** A/R- Baseball NS and Mitch's Soccer noted as owing, no risk noted by Scott F in these receivables. A/P- Up-to Date

**Building Condition Assessment Update** - Alana T noted report is almost done. Most important repair noted to be completed on cooling tower cement footings and metal framework. Should have full report in March 2023.

**MEH/EHAA management agreement check-in** - valid until March 2026, should be extended upon expiration to ensure future cooperation between MEH and EHAA. Letter received from EH Municipality regarding deficiencies between MEH and EHAA. Alana T noted quarterly report to come into effect to address these issues.

**Flashing for roof between KMA and Ice Pad B** - work was completed between Christmas 2022 and New Year. Scott H noted IPB roof is still leaking during rainy days. Scott F noted that staff still looking into the issue causing the leak and will follow up once the issue is remedied.

**PM Update** - System is up and working and operations staff are trained to use appropriate functions for daily operations.

**Cashflow Update** - Everything showing on track according to budget. No concerns from municipality as running within budget specifications.

**Budget Presentation and Approval** - Rate increases for field and ice rentals included in budget. Increases needed due to inflation and EHAA has not implemented an increase to rates in 6 years. Scott F noted used pre-covid operating model for budget. Wages noting 3% increase, power noting 7% increase, and insurance noting \$22,000 increase without coverage on the dome structure. Scott F noted the golf fundraiser to be implemented this year, Bingo projecting \$60,000 in profit for the year.

**Motion to approve by Faye P and seconded by Pat O.  
Carried**

## **OLD BUSINESS**

None

## **IN CAMERA DISCUSSION**

No in camera

## **FUTURE BOARD MEETINGS**

**To be held at the EH Sportsplex Board Room on May 1, 2023**

## **MOTION TO ADJOURN**

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