

MINUTES
LUNENBURG COUNTY MULTI-PURPOSE CENTRE CORPORATION (LCMPCC)
Thursday February 18, 2016

Minutes of a meeting of the Lunenburg County Multi-Purpose Centre Corporation held in the Meeting Room at the Lunenburg County Lifestyle Centre, 135 North Park Street, Bridgewater, Nova Scotia. Meeting called to order at 6:05 pm.

Chair: Andrew Tanner

Attending: Eric Hustvedt, Bill McInnis, Carolyn Bolivar-Getson and Malcolm Pitman

Regrets: John Vissers, Heather Fralic and Wayne Foster

Attending (Non-Voting Reps): Kevin Malloy, CAO, Municipality of the District of Lunenburg (MoDL)
Ken Smith, CAO, Town of Bridgewater (TOB)

Also in Attendance (Resource): Kevin Benjamin, General Manager, LCLC
Vicky Grace, Accountant, LCLC

Recording Secretary (Resource): Isobel Leslie

ADDITIONS/DELETIONS TO THE AGENDA

2016-05 MOVED BY Bill McInnis SECONDED BY Carolyn Bolivar-Getson, that the Agenda of the Lunenburg County Multi-Purpose Centre Corporation of January 27, 2016, be approved as amended. Motion Carried.

MINUTES

The Board members discussed the draft minutes of the previous meeting as presented and it was noted that there were some awkward phraseology in the Finance Committee Update. It was suggested that that section of the minutes be reworded to better reflect the intent of the discussions by the Board. The Recording Secretary would make the changes and forward the Approved Minutes to the Board Members.

2016-06 MOVED BY Eric Hustvedt, SECONDED BY Carolyn Bolivar-Getson, that the Regular Meeting Minutes of the Lunenburg County Multi-Purpose Centre Corporation of January 27, 2016, be approved with some phrasing amendments. Motion Carried.

BUSINESS ARISING AND UNFINISHED BUSINESS

Request for Decision/Direction

Finance Committee Update

Draft Operating Budget

Kevin reported that the draft operating budget was not complete and had not been reviewed by the Finance Subcommittee. The Board members discussed the steps for the review and presentation of the operating budget. First it would need to be vetted through the Finance Subcommittee; next to the LCMPC Board and then to the Audit/Finance Committee of MoDL and then to MoDL's council and at the same time, to the Town Council.

Kevin advised that he would complete the draft Operating Budget within a few days and would have a Finance Subcommittee meeting as soon as possible next week. A board meeting should follow immediately after.

Discussion re: MJSB IT Shared Services initiative

Kevin would be reviewing the recent presentation with Josh Wamboldt, the LCLC's IT Data Services Coordinator for his input and would report at a future meeting.

Income Statement

Kevin explained that due to members' illness and scheduling problems, the Finance Subcommittee had not had an opportunity to meet this month to review the monthly financial statement. Kevin reported that with respect to revenue, arena revenues were up. The GM noted that he was trying to get as close as possible to an accurate budget number for revenue.

With regard to expenses, Kevin reported that the LCLC utility bill had dropped by \$5000 this month. This was due in part to the changes and therefore efficiencies that CIMCO Refrigeration had recently made to the ice making plant. If this number continues to drop or stay at the level it is presently, this will be reflected in the operating budget numbers.

As well, Kevin reported that there had been a settlement in the succession rights hearing. Because of this, the forecasted expenses for professional fees (solicitor) would be substantially lower than projected.

2016-07 MOVED BY Malcolm Pitman, SECONDED BY Bill McInnis, that the Board of Directors of the Lunenburg County Multi-Purpose Centre Corporation accepts LCLC Doc. #16-003, *Income Statement ending January 31, 2016*, as presented. Motion Carried.

Information/Updates

General Manager Update

LCLC Doc #16-004, GM Status Report was circulated to the Board for information. Of note:

- Memberships were up again this month. Kevin reported that presently there are 730 members of all types. As well, one of the LCMPPC staff members would now be focusing some of her time working on memberships – in particular corporate memberships.
- Winter aquatic programming continues to increase as well. Plans are in the works now for a March Break program as well as a spring session.
- Ticket Sales for George Canyon are steady. The LCLC would be doing another sales push via ad campaign over the next 3 weeks
- The PeeWee AAA Mainland League Championship would be held at the LCLC during the first weekend of March.
- Annual March Break hockey tournament was coming up.
- Art fair exhibit will take place again in the Galleria during the week prior to March Break.
- At the end of March, the science fair would be exhibiting at the LCLC.
- Summer Programming – Kevin reported that he and Cheri have been meeting with the rec directors at the Town of Bridgewater and are trying to work out combined summer camps to be held at the LCLC this year.
- Concessions – John and Kevin have had a preliminary meeting with representatives at the Best Western, reviewing the current agreement and how best to continue to grow sales/revenue as they move forward.

2016-08 MOVED BY Bill McInnis, SECONDED BY Eric Hustvedt, that the Board of Directors of the Lunenburg County Multi-Purpose Centre Corporation accepts LCLC Doc. #16-004, *GM Status Report* dated February 18, 2016, as presented. Motion Carried.

Governance Committee Update

Malcolm reported that the Governance Committee had not met since the last meeting.

Fundraising Committee Update

Deferred to the next regular meeting.

Chair's Report

Andrew advised that he had received a letter from the South Shore Regional Library Board in response to the Co-Chair's letter to the Library Board's Chair with respect to payment of the back rent.

Eric Hustvedt declared a possible Conflict of Interest as he sits on the Library Board of Directors. Because of this, the LCMPPC Board would not have a quorum to move forward with discussion of the letter at this meeting.

This matter would be discussed as soon as possible, when a quorum was present.

NEXT MEETING

The LCMPPC Board discussed the need for a special meeting to review the draft budget once it was vetted by the Finance Subcommittee. As well, at this meeting, the letter from the Chair of the Library Board would be discussed and a decision would be required.

Date: March 2, 2016
Time: 6:00 pm
Location: Meeting Room, LCLC

ADJOURNMENT

2015-09 MOVED BY Carolyn Bolivar-Getson SECONDED BY Bill McInnis that the February 18, 2016, Meeting of the Board of Directors of the Lunenburg County Multi-Purpose Centre Corporation be adjourned at 7:02 p.m. Motion Carried.

Isobel Leslie, Recording Secretary

Andrew Tanner, Chair