

**Aspotogan Heritage Trust  
Annual General Meeting**

**7:10 pm., Thursday May 22, 2014  
The Dauphinee Inn,  
Hubbards, N.S.**

**Present:** Gayle Shanks (Chair), Sarah Archer, David Bond, Raina Clancey, Andy Hare, Scott Hogue, Janet Irwin, Joanne Lovett, Floyd Shatford, Leslie Taylor and Christine Waller  
**Guests:** Stuart Carson and Don Weagle  
**Regrets:** Mackenzie Armstrong, Janet Fryday Dorey and Lori Dale  
**Staff:** Kathryn Gamache and Suzanne Brown  
**Recorded By:** Samantha Wilson

1. **Call to Order** – Gayle Shanks, Chair, called the meeting to order at 7:15 p.m.
2. **Approval of the Agenda** – the agenda was reviewed. There were no additions or deletions made to the agenda as circulated.

**Motion:** to approve the agenda as circulated

Moved By: Floyd Shatford  
Motion Carried.

Seconded: Leslie Taylor

3. **Approval of the Minutes of the May 23, 2013 Annual General Meeting** – the minutes were reviewed.

**Motion:** that the minutes of the May 23, 2013 Annual General Meeting be approved as circulated

Moved By: David Bond  
Motion carried.

Seconded: Sarah Archer

**4. Presentation of the Annual Report**

**4.1 Executive Committee Report – Christine Waller, Secretary** – The executive committee met six times this year and held discussions around key issues, which included:

- Continuing to encourage discussions on the two vacant Board positions until vacancies were filled
- Accepting final amendments to 2013 Policy review document
- Continuing to support implementation of PR & Communications strategy
- Performing annual Executive Director and Board evaluation. Board evaluation form revised to initiate discussions surrounding new strategic planning Committee

Christine thanked Committee members Gayle Shanks, Leslie Taylor and Mackenzie Armstrong and the Executive Director for all the Committee had achieved this year.

**4.2 Community Development Committee Report – Leslie Taylor, Committee Chair-** the committee met five times this year and held discussions around key issues, which included:

- Providing assistance to 38 community groups
- Allocating \$40,780 in community grants
- Allocating \$33,544 in community initiatives funding
- Planning for AHT’s 20<sup>th</sup> year celebrations

Leslie thanked her fellow Committee members: Sarah Archer, Mackenzie Armstrong, and Christine Waller. The Executive Director and her staff were also thanked.

**4.3 Property Development Committee Report – Andy Hare, Committee Chair -**

The committee met twice and held discussions around key issues, which included:

- Recommending driveway/ landscaping upgrades
- Ensuring the community remained holders of Hubbards Cove Island through the purchase of the Island and supporting Hubbards Community Waterfront as title holders to the Island
- Reviewing current property holdings and lease agreements

Andy thanked his Committee members; David Bond, Gayle Shanks and Floyd Shatford, and thanked the Executive Director and staff for their hard work.

**4.4 Finance Committee Report – Gayle Shanks, Chair (for Mackenzie Armstrong, Treasurer) -**

The committee met three times this year and held discussions around key issues, which included:

- Reviewing 2013/14 work plan and terms of reference
- Reviewing current investment strategies and portfolio mix
- Providing Board education at September Board meeting
- Conducting a financial position review that led to broader discussions surrounding staff, engagement and resources. Following approval, a new ad-hoc Committee was struck following these discussions.

Gayle thanked the Finance Committee for all that they had achieved this year.

**Motion: to receive the Annual Report as presented**

Moved By: Leslie Taylor  
Motion carried.

Seconded: Christine Waller

**5. Presentation of the financial report**

**Review Engagement Report, Don Weagle** – Don Weagle, Accountant presented the review engagement report. The following motion was made:

**Motion:                   that the Review Engagement Report be received and approved as presented**

Moved by: Andy Hare  
Motion carried.

Seconded: Sarah Archer

**6. Nominations**

**Election of Officers and Appointment of Directors** – Raina Clancey is leaving the Board this year and Board and staff thanked her for all the time that she committed over the years to the work of the Board.

The following information was presented for consideration:

**Officers:** the slate of officers for the 2014-2015 Board of Directors was presented, as follows:

Chair – Gayle Shanks  
Vice-Chair – Floyd Shatford  
Treasurer – Christine Waller  
Secretary – Joanne Lovett

Call for nominations from the floor. No further nominations were received.

**Motion:                   that the slate of Officers for 2014-2015 be approved as presented.**

Moved By: Christine Waller  
Motion Carried.

Seconded: Janet Irwin

**Directors:** The following individual was presented as candidate for the position of Director: Scott Hogue.

Call for nominations from the floor. No further nominations were received.

**Motion:                   to appoint Scott Hogue to the Board of Directors of the Aspotogan Heritage Trust for a three year term**

Moved By: Christine Waller  
Motion Carried.

Seconded: Joanne Lovett

**Committee Membership** – the following directors have agreed to serve as members of the following Committees:

**Property Committee:**

Floyd Shatford (Chair)  
Janet Fryday Dorey  
Scott Hogue  
Gayle Shanks

**Ad –Hoc Committee:**

Sarah Archer (Chair)  
David Bond  
Joanne Lovett  
Gayle Shanks  
Christine Waller

**Community Development  
Committee:**

Leslie Taylor (Chair)  
Sarah Archer  
Mackenzie Armstrong  
Janet Irwin

**Finance Committee:**

Christine Waller (Chair)  
David Bond  
Andy Hare  
Gayle Shanks

**7. Appointment of accountant for 2014-2015**

**Motion: that Don Weagle be appointed Accountant for 2014-2015**

Moved By: Leslie Taylor  
Motion Carried.

Seconded: Andy Hare

**8. Adjournment**

**Motion: to adjourn**

Moved By: Joanne Lovett  
Motion Carried.

Seconded by: Christine Waller

Adjourned at 7:50 p.m.