

The Aspotogan Heritage Trust

BOARD OF DIRECTORS
5:30 P.M., March 16, 2017
10 Pte. Richard Green Lane
Hubbards, Nova Scotia

Present: David Bond, Scott Hogue, Gayle Shanks, Leslie Taylor, Katie Morash, Floyd Shatford, Sarah Archer, Sally Langille, Charlie Farley and Christine Waller
Regrets: Joanne Lovett and Janet Irwin
Staff/Recorder: Kathryn Gamache

1. **Call to Order** – David Bond, Vice-Chair, called the meeting to order at 5:35 P.M.
2. **Correspondence** – an email was received from the Barn Association; this item was added to the agenda under Other Business
3. **Approval of Consent Agenda** – the Committee approved the following items received prior to the meeting; *Minutes of the meeting held January 19, 2017, Executive Committee Report and Staff Report.*

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

Moved by: Sally Langille Seconded: Katie Morash
Motion carried.

4. **In Camera/Report from In Camera** – Executive Director Review

Motion: **to go In Camera**

Moved by: Leslie Taylor Seconded: Sarah Archer
Motion Carried

The Executive Director left the room during the discussion.

Motion: **to come out of In Camera**

Moved by: Leslie Taylor Seconded: Charlie Farley
Motion Carried

Motion: **to approve the recommendations related to the Executive Directors Evaluation as discussed In Camera**

Moved by: Leslie Taylor Seconded: Gayle Shanks
Motion Carried

The Executive Director returned to the meeting. A separate meeting will be set up at a later date between the Executive Director and the Chair to review the feedback from the annual evaluation and set goals for the upcoming year.

5. Action Items from Previous Meeting (not elsewhere on the agenda)

Open House date 2017	It was agreed that the Open House this year will be on September 30
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6. Strategic Plan Action Items

- ***Increase Communication and Marketing*** – the content for the Spring newsletter was reviewed with an anticipated circulation in early April. As part of the edition, the new trail will be highlighted. Leslie requested that Gord Tate, Active Transportation Coordinator be asked about the installation of a sidewalk and/or flag system at this site as well.
- ***Promoting Sustainable Community Development*** – Charlie provided an update from the Community Planning and Design working group. The group continues to look at ways that AHT could facilitate a community barter system that would not duplicate the “Hubbards Buy, Sell and Trade” site but would complement and expand the community’s use of it to include volunteer supports and services.
- ***Enhancing Community Collaboration*** – 2017 event planning group met once and will be meeting again in April. This group has individuals representing most of the community organizations in the area that hold annual events throughout the summer. With Canada 150 celebrations at the core, groups came together to share with each other what they were planning, where they needed help and looked for ways to partner on weekend-long events. A new Facebook site will be developed as an events page and promotional material will be regionally focused. Floyd indicated that the Municipality was also looking at ways to support Canada 150 events and that groups may be able to access additional resources to support these activities.
- ***Strengthening the Volunteer Sector***
 - *Hubbards & Area Food Bank* - funding is requested to assist with the purchase of a new refrigerator/freezer. The group had previously received funding for the purchase of two units but at that time only ended up needing one and the unused portion of funding was written-off. This request is to purchase the second unit at this time.

Motion: **to approve \$918.85 to support the purchase of a new refrigerator for the Hubbards & Area Food Bank**

Moved by: Leslie Taylor
Motion Carried

Seconded: Christine Waller

- *Canada 150 grants program* – with the remaining surplus in the CDC budget, the committee is requesting consideration be given to establish a new one-year grants program to support Canada 150 projects. The committee provided the guidelines and application form for the new grant to the board for consideration. The communication plan for the new Canada 150 funding was discussed and it was agreed that a letter would go out to all groups announcing the fund and providing them with details for applying.

Motion: **to approve the re-allocation of \$15,000 in CDC budget surplus for 2016-2017 to create a new Canada 150 project initiative fund.**

Moved by: Leslie Taylor
Motion Carried

Seconded: Sarah Archer

7. Other Business

- Community Garden Fundraiser - HABA has a fundraiser underway through Vessy's seeds to help raise money for the Community Garden project. The program provides 50% of all funds raised back to the group for the garden. This year we are looking at the Heritage Planting to coincide with the Canada 150 theme. If you are interested, the catalogue is available here at the office or contact Lori directly at ldale@aspotogan.org. The deadline is April 24.
- Hubbards Barn – The Hubbards Barn has received funding from the Shatford Trust and is finalizing the plans for the construction of a pavilion on the land behind the Barn. The site plans and design concepts were provided for the board to review. The preliminary designs for the parking lot development on Lot 5-A were also included as part of the overall design for the property.

Motion: to approve the request of the Hubbards Barn Association to proceed with the site development plans as presented and to provide a letter of authorization to the Municipality of the District of Chester, Community Development Department indicating this approval.

Moved by: Gayle Shanks
Motion Carried

Seconded: Scott Hogue

8. Board Education – nothing at this time

9. New Action Items

- The Executive Director will follow up with Gord regarding the sidewalk/flag options
- The Executive Director will follow up with the staff at the Municipality regarding potential Canada 150 funding

10. Time, date and location of next meeting – The next meeting will be at 5:30 p.m. on Thursday April 20, 2017 at the Aspotogan Heritage Trust office.

11. By the Way

- The Black Point Fire Hall project is moving forward and it is hoped that it will be open to the community once again. There is an active group of community members working with HRM to make this happen but volunteer are always welcome and, as the centre gets up and running again, will be needed to help manage and support the activities that will be held there.

12. Adjournment

Motion: to adjourn

Moved by: Leslie Taylor
Motion carried.

Seconded: Christine Waller

Meeting was adjourned at 7:35 p.m.