

The Aspotogan Heritage Trust

**BOARD OF DIRECTORS
5:30 P.M., April 20, 2017
10 Pte. Richard Green Lane
Hubbards, Nova Scotia**

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

1. **Call to Order** – Joanne Lovett, Chair, called the meeting to order at 5:45 P.M.
2. **Guest: Stuart Carson, Portfolio Manager** – this was deferred as Stu sent his regrets due to illness.
3. **Correspondence** – a letter was received from Bell indicating that they will be removing the payphone from the office before the end of June. There is still a phone booth located at the entrance to the mall and signs are posted in the office to make current users aware of the change in service.
4. **Approval of Consent Agenda** – the Committee approved the following items received prior to the meeting; *Minutes of the meeting held March 16, 2017* and *Staff Report*.

Motion: to approve the consent agenda as circulated.

Moved by: Scott Hogue Seconded: Christine Waller
Motion carried.

5. **In Camera/Report from In Camera** – not required
6. **Action Items from Previous Meeting (not elsewhere on the agenda)**

Sidewalk / Flag Program	The program is not able to be provided at this time but will be part of ongoing review of the site as development in this area continues
Municipal Funding – Canada 150 & capital projects	A meeting with MODC will be set up to review the program and look for opportunities within our region for groups to leverage this funding

7. **Executive Committee**

- Nominations – the committee has set out recommendation for the 2017-2018 Directors for ratification at the Annual General Meeting, based on the review of applications received. There were no external applications received. The committee will be recommending Floyd Shatford and Gayle Shanks be appointed for 2 of the 3 board vacancies. The other vacancy will remain unfilled at this point; open call for directors to fill the vacancy will continue.
- Slate of Officers – the slate of officers for 2017-2018 that will be presented at the Annual General Meeting for ratification include: Joanne Lovett, Chair; David Bond, Vice-chair; Scott Hogue, Treasurer; and Janet Irwin, Secretary. The committee is also recommending that the finance committee be re-instated and Gayle Shanks be appointed the chair. By virtue of her position as Finance Committee chair, Gayle will also be on the executive committee for 2017-2018.

8. Strategic Plan Action Items

- ***Increase Communication and Marketing*** – Saltscapes Expo will be taking place April 21 – 23 at the Halifax Exhibition Center. Hubbards & Area have a booth to help promote all the activities and events taking place the region this year, AHT and HABA co-sponsored the booth.
- ***Promoting Sustainable Community Development*** –the Community Planning and Design working group was not able to meet this month but will meet before the next board meeting to continue to develop their work plan ideas.
- ***Enhancing Community Collaboration*** – 2017 event planning group met again in April to work on joint promotions and event collaboration. This group continues to bring ideas to the table about possible projects/events they are considering to mark Canada 150. Any events that were confirmed were put into a regional flyer that will be part of the material available to visitors at Saltscapes
- ***Strengthening the Volunteer Sector*** - Volunteer week is April 23-29; there is a reception at Forest Heights Community School on April 26 for the municipal volunteer award nominees. Don Weagle is the provincial representative for the Municipality of Chester.

9. Other Business

- Mahone Insurance (Huestis Group) – the business needed to relocate from their current location relatively quickly so they moved into the office on the lower level of the AHT building. After further investigation, it does not appear that they will be able to return to their office at the mall so they have requested consideration be given for a year-long lease at AHT. The terms and conditions were reviewed and a lease will be developed for signing.
- Charitable Status workshop – the Executive Director and Treasurer attended a workshop on the responsibilities and rules related to charitable organizations. Gayle provided an overview of the session and the work that was required to fulfill the CRA

tax law for all charities. A second course will be offered comparing non-profits and charitable organizations in the near future.

10. New Action Items

- The Executive Director will finalize the Annual Report material in preparation for the AGM.

11. Time, date and location of next meeting – The next meeting will be the Annual General Meeting to be held on Thursday May 18, 2017. A social time will begin at 6:00 p.m. at the Dauphinee Inn.

12. By the Way

- The Fox Point Community Centres fundraiser, Viva Fox Vegas, is Friday May 12 at the Shore Club
- Our congratulations are extended to Katie and Matt, who are expecting a baby in September

13. Adjournment

Motion: to adjourn

The meeting was declared adjourned at the conclusion of business, by consensus.

Meeting was adjourned at 7:35 p.m.