

The Aspotogan Heritage Trust

**BOARD OF DIRECTORS
5:30 P.M., January 18, 2018
10 Pte. Richard Green Lane
Hubbards, Nova Scotia**

Present: Joanne Lovett, Scott Hogue, Gayle Shanks, Floyd Shatford, Christine Richardson, Leslie Taylor, Samantha Wilson, Sally Langille, Katie Morash and Janet Irwin
Regrets: Stephen Farley, David Bond
Staff: Kathryn Gamache
Recorder: Lori Dale

1. **Call to Order** – Joanne Lovett, Chair, called the meeting to order at 5:43 P.M

2. **Correspondence**

- Christmas cards were received from various Community Groups and Individuals
- Official notice of tax sale was received

3. **Approval of Consent Agenda** – the Committee approved the following items received prior to the meeting; *Minutes of the meeting held November 16, 2017* and *Staff Report*.

Motion: to approve the consent agenda

Moved by: Janet Irwin Seconded: Christine Richardson
Motion carried.

4. **In Camera** – *Property Matter*

Motion: that the Board move In Camera

Moved by: Floyd Shatford Seconded: Janet Irwin
Motion carried.

Motion: that the Board move out of In Camera

Moved by: Janet Irwin Seconded: Leslie Taylor
Motion carried.

5. **Report from In Camera** – The following motions were made based on the In Camera discussion.

Motion: that Aspotogan Heritage Trust proceed with increasing the line of credit to \$500,000.00

Moved by: Gayle Shanks Seconded: Floyd Shatford
Motion carried

Motion: **that Aspotogan Heritage Trust withdraw \$100,000.00 from the investment**

Moved by: Gayle Shanks
Motion carried

Seconded: Janet Irwin

Motion: **that Aspotogan Heritage Trust implement staffing as discussed In Camera**

Moved by: Gayle Shanks
Motion carried

Seconded: Leslie Taylor

6. **Action Items from Previous Meeting (not elsewhere on the agenda)** – nothing noted

7. **Executive Committee** – The Executive Committee met on December 7th to discuss board evaluations. Board Self Evaluations are to be completed and submitted by February 2nd. Executive Director Evaluations are to be completed by February 16th

8. **Finance Committee** – nothing further was reported beyond the matters previously discussed in camera.

9. **Other Business** – A request for sponsorship funding from Alex Fraser was discussed regarding i420 North Sailing competitions occurring in Miami in January 2018

Motion: **that Aspotogan Heritage Trust provide funding in the amount of \$150.00 from the educational support fund to Alex Fraser**

Moved by: Leslie Taylor
Motion carried

Seconded: Katie Morash

10. **Board Education** - Kathryn presented documents to the board outlining “The Role of the Aspotogan Heritage Trust Board” regarding board responsibilities and expectations. She also presented the Strategic Plan Review Q3 2017 regarding staffing overview and the outline of the current employee responsibilities

11. **New Action Items**

- To proceed with the financial changes with RBC as discussed
- To move forward with the Municipality of Chester major project grant application
- Confirm sponsorship terms with Alex Fraser

12. **Time, date and location of next meeting** – The next meeting will held on Thursday February 15, 2018, at 5:30 pm at Aspotogan Heritage Trust if required; if not, Thursday, March 15th is the next scheduled meeting

13. **By the Way**

- Floyd presented a plan for a development proposal at the former Shatford Lobster Pound property
- Kathryn congratulated Tom and Lori regarding the birth of their first grandchild

- Kathryn informed the board of the passing of Phyllis Hind. Her husband, Dick was a former member of the board. Aspotogan Heritage Trust will make a donation to the Hubbards Area Food Bank in her name

14. **Adjournment**

Motion: **to adjourn**

Moved By: Leslie Taylor
Motion Carried.

Seconded by: Floyd Shatford

Meeting was adjourned at 7:28 p.m.