

**The Aspotogan Heritage Trust
BOARD OF DIRECTORS
5:30 P.M., March 21, 2019
10 Pte. Richard Green Lane
Hubbards, Nova Scotia**

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

1. **Call to Order** – Janet Irwin, Vice-Chair, called the meeting to order at 5:40 P.M.
2. **Correspondence** – nothing noted
3. **Approval of Consent Agenda** – the Committee approved the following items received prior to the meeting; *Minutes of the meeting held January 17, 2019* 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**

Motion: to move In Camera

Moved by: Floyd Shatford Seconded: Scott Hogue
Motion carried.

As the matter related to the annual Executive Director evaluation, all staff left the room at this time and returned following the discussion.

Motion: to move out of In Camera

Moved by: Christine Richardson Seconded: Sally Langille
Motion carried.

Report from In Camera

Motion: to approve changes to the Executive Director's compensation as discussed in camera.

Moved by: Gayle Shanks Seconded: Sally Langille
Motion carried.

David will set up a meeting to review the Evaluation with the Executive Director prior to the end of March.

Motion: **to approve the negotiation of the Hubbards Community Waterfront Association mortgage based on the new 5-year interest rate as discussed in camera.**

Moved by: Gayle Shanks
Motion carried.

Seconded: Floyd Shatford

The Executive Director will send a letter to the Hubbards Community Waterfront Association outlining the new rate and options available to them.

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

- Age Friendly Project – The “Taming the Octopus” exercise that the board participated in at the previous board meeting had 650 responses

6. Current Business

- Financial Report – Prior to this meeting, the Treasurer, Finance Committee Chair and Executive Director had a meeting with RBC account manager, Joanne Gorveatt to review the renewal terms for the equipment loan. AHT will develop options for consideration regarding the repayment structure based on these discussions and Joanne’s feedback.

The draft financials for Aspotogan Heritage Trust ending March 21, 2019 were presented to the board for review. Budget targets were met and, even with the decrease in the draw by \$20,000 for operational budgeting purposes, the recommendations for changes should still be achievable for the 2019-2020 fiscal year.

7. New Business

- Water Monitoring Committee – The committee met to review the testing data from Fox Point Lake from 2018. The results were positive and the work of the committee will continue in 2019. A funding request to support this work will be part of the discussion at the upcoming Community Development Committee.
- Through the Years Outdoor Play Space – Through the Years Day Care has put out a Request for Proposal for a consultant to review “play space” for the daycare on Aspotogan Heritage Trust property. They are requesting support from AHT to allow them to include both the lands at Richard Green Lane as well as Lot 5A. The board agreed to allow this with the understanding by the daycare that they could not have any permanent structure on Lot 5A, as AHT has not yet finalized its plans for that property, and that all recommendations are to be brought back to the AHT board for consideration. The Executive Director will take part in the process throughout the consultation phase.

8. Aspotogan Ridge Golf Club

- Financial Report – The draft financials ending March 21, 2019 were presented to the board for review. Actuals to budget were discussed and it was recommended that budget lines should remain the same moving forward into the new year, as they are based on industry standards.

- Golf Committee – Creation of a committee for the Aspotogan Ridge Golf Course was discussed. Details regarding its configuration will be addressed during the April meeting of the Executive Committee when they begin board preparation for the AGM. The board received the new tournament package and “dinner date” brochures, which were part of the new PR material that was handed out at the Atlantic Golf Expo. This material will also be circulated to the community as an insert in the next AHT publication. Ads will also be placed in the April editions of the ARA newsletter and the Masthead News.

9. **New Action Items**

- Board Members – Executive Director informed the board that she has had the opportunity to meet with a person who has expressed interest in joining the board, although has not yet submitted an application.
- Parade Policies – The board suggested that in light of the tragedy in Yarmouth, in the future, no candy should be throw from any AHT float(s) at the Hubbards Grand Street Parade. It should be passed out by hand instead. This suggestion will be discussed with the Hubbards & Area Business Association, who organize the parade.

10. **Time, date and location of next meeting**

The next meeting will be Thursday, April 18, 2019 at Aspotogan Heritage Trust at 5:30 pm

11. **By the Way**

- Sally informed the board that there will be a new Turkish restaurant opening in Northwest Cove
- Janet suggested trying to get a table at the Barn during the Farmers’ Market to help promote the Golf Club
- *Congratulations* to Christine and Darryl who are expecting their first baby at the end of August

12. **Adjournment**

At 7:30 pm the business meeting concluded and was adjourned

Motion: **to adjourn**

Moved by: Christine Richardson Board agreed by consensus