

**The Aspotogan Heritage Trust
BOARD OF DIRECTORS
5:30 P.M., September 19, 2019
10 Pte. Richard Green Lane
Hubbards, Nova Scotia**

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

1. **Call to Order** – David Bond, Chair, called the meeting to order at 5:40 P.M.
2. **Correspondence**
 - A thank-you card was received from one of the doctors that we took on a community tour
3. **Approval of Consent Agenda** – the Committee approved the following items received prior to the meeting; *Minutes of the meeting held June 20, 2019* and *Staff Report*.

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

Moved by: Katie Morash
Motion carried.

Seconded: Janet Irwin

4. **In Camera / Report from In Camera** – An In Camera session was not required
5. **Action Items from Previous Meeting (not elsewhere on the agenda)**
 - An update on the golf course was provided based on the audit conducted in July of this year.
6. **Mid-year Report**
 - Financials for Aspotogan Heritage Trust as of August 31st, 2019 were presented to the board
 - Comparative Financial Positions from 2003, 2005, 2007, 2009 and 2018-2019 (Fiscal) were reviewed. This highlighted percentage differences that occurred based on major changes to AHT operations during those key years. The comparative report indicated that the Trust operational budget has remained consistent over this timeframe with only slight re-alignments within existing budget line items. As we continue our discussions related to developing options regarding long-term financial sustainability, this information confirms that AHT has been able to maintain its operational efficiency within the existing draw rate of a maximum of \$260,000 per year
 - Financials for Parkwood Golf Club as of August 31st, 2019 were presented to the board
 - Floyd Shatford provided an update on the golf course; the membership will be polled to determine interest in setting up a members committee, the terms of reference for which will be developed over the winter. Floyd also shared information about the status of the proposed housing development plans for Aspotogan Ridge; zoning was approved by Council in August

- Dan Campbell, Lawyer for Aspotogan Ridge Development, sent an invoice to regarding the 2018 and 2019 property taxes for the golf course. The initial calculations were incorrect but have been amended as required. The final lease agreement is still pending.

Motion: that the 2018 portion of the property tax, assessed to the golf course lands only, be released to Aspotogan Ridge Development at this time

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

7. Open House – October 5th 11 am to 2 pm

The list of the activities proposed for the 25th Anniversary Open House celebration was circulated at the meeting. Board members were asked to choose which activity they would be available to assist with on that day.

8. Other Business – nothing noted

9. Board Education

A detailed overview of the golf course operations was presented based on the year-to-date financial information. The numbers continue to show steady increases across the sales/revenue side, with a decrease in the expenses, at this point in the year. There are however, a few significant items still pending. This includes a major tractor repair, 2019 property taxes, fall fertilizer and course maintenance work. The funding sources for this work will need to be discussed at the next meeting.

10. New Action Items

It was agreed that the October board meeting would focus primarily on a discussion regarding the development of long-term financial sustainability options for the Trust as a whole (APT, AHT and Golf Club); Stu Carson will also be joining us for the regularly scheduled fall portfolio update.

11. Time, date and location of next meeting

The next meeting will be Thursday, October 24, 2019 at Aspotogan Heritage Trust at 5:30 pm

12. By the Way

- Janet Irwin updated the board on Our Health Centre’s Harvest Jam on October 19th and that the OHC newsletter, The Buzz, is now available in hardcopy
- Lori Dale spoke about the upcoming community fundraiser, Girls’ Nite Out, and encouraged attendance or donations

13. Adjournment

At 7:25 pm the business meeting concluded and was adjourned

Motion: to adjourn

Moved by: Floyd Shatford
Agreed by consensus