

East Hants Arena Association Board of Directors Meeting

August 27th, 2018

East Hants Sportsplex Board Room

Start: 7:00pm End: 9:00 pm

Called to Order by : Bill Falkenberg

General Manager: Scott Forward

Note Taker: Brenda Merriam

Board Attendees: Derek Roberts, Norval Mitchell, Tanya MacRae, Scott Hirtle, Wendy Matheson-Withrow, Faye Peach, Danny Hines

Board Regrets: John Philpott, Patrick O'Neil

Additions to Agenda:

New Business- There will be no PM update but will add in efficiency NS.

Norval motioned and Scott H. seconded to approve the agenda, all approved. All in favour; motion carried.

Board Meeting Minutes:

- Minutes from May 7th, 2018 were reviewed. Motion to approve by Derek; seconded by Norval. All in favor; motion carried

Financial Statements: *by Scott Forward*

APRIL 2018

Overall- \$47,000.00 loss in field house (dome still closed)

MAY 2018

Overall- \$ 28,000.00 loss

Revenue-Ice rentals were up as the ice was kept in longer this season to capture more spring rentals.

-The field rentals down \$27,000 .00 (dome still closed)

JUNE 2018

Overall- down \$47,000.00

Revenue-field rentals were down \$11,000.00 (dome still closed)

Expenses- were up \$10,000 due to purchasing soccer nets (insurance will cover)

JULY 2018

Overall- down \$12,000.00 (dome closure impact)

Revenue- Field house down \$6,000.00

Expenses: Bingo jackpot went this month

Year to Date- showing a net gain of \$14,000.00

This does not include the assumed insurance Loss of Revenue payment. Over all budget, with insurance payment, is tracking at \$47 000.00 below budget. This deficit is a result of reduced field house rental during the Oct, Nov and Dec due to Newbridge Academy and Soccer NS reduction in use.

Motion:

Scott Hirtle motioned to move to record April, May, June and July financials pending the insurance payout being correct. Faye seconded. All in Favour. Motion Carried.

Forecast:

Presently showing \$47,0000 below budget. Note there is a positive cash flow.

New Business:

A/R Update: *by Scott Forward*

\$14000 owing- EH Gentlemen's League, MSC, Soccer NS

Action Item created

A/P Update:

No Payables outstanding.

BUDGET 2018/19: by Scott Forward.

Note: Bill and Tanya have reviewed this preliminary budget.

Presented first version. Bottom line – projecting \$137,785.00 profit for upcoming year. Please review and contact Scott if there is any concerns or questions. Budget will be approved on October 1st, 2018.

UPDATES: by Scott Forward

Efficiency NS- on stand by – still working on the agreement with them; still on the to do list to complete.

Action item created

Dome/Field House: open for business; all work completed.

Biotech Orthotics Design: moved in to the location with a 2-year lease.

Skate Service Area: Skate sharpening proposal- provided two options to board; buying or renting a machine. The in-house skate sharpening will be a service to our customers; it is a break-even proposal.

Discussion on leasing to own or renting a machine.

Motion:

Danny Hines made a motion to allow Scott to go ahead and try to lease to own the machine with a set agreement in place. With an update to the Board in October 2018. Faye seconded this motion with all board members in agreement. Motion Carried.

Non-Smoking Facility - The board has agreed to go completely non- smoking and non-vaping on the East Hants Sportsplex property. There will be no exceptions. *Action item adjusted.*

Motion:

Bill motioned to move forward with making the property a non-smoking property with Scott being responsible to communicate this out to the community. Faye approved; Danny seconded. Motion carried. All in Favour.

Staffing: For the upcoming season, the staffing remains the same except for adding a few students for the skate sharpening service. Total 30 staff.

EH Curling Club: Very excited to see this happening this season; Thursdays will be the curling days. It is just a great investment to our community.

Jump4Kids: This group will be using our facility for after school programs this season.

Land/Interchange- *by Bill Falkenberg*

Letter received from Department of Land and Infrastructure -NS Government- would like to have a piece of our land. Will distribute to board when the offer comes in from the government. *Action item created*

Head Shots: Next board meeting headshot photos will be taken for the website.

New Action Item:

Action Item	Person Responsible	New
EH Gents League A/R	Scott Forward	Contact Eric White

Action Item	Person Responsible	New
Efficiency NS	Scott Forward	Set meeting up with board if and when there is more to discuss on this project

On- going Items:

Action Item	Person Responsible	work in progress
To create a Non-Smoking Facility and Grounds policy	Scott Forward	Target timeline Oct 1 st Non- Smoking & Non-Vaping Policy on premises Motion approved There will be no exceptions for clients and employees Will Post signage

Action Item	Person Responsible	Work in progress
Show expenses per hour	Scott/Tanya	Will be done for November meetings

Completed:

Action Item	Person Responsible	Done
Outdoor Vending Machine	Scott	Yes, these machines are available if EHS would entertain having one outside.

Action Item	Person Responsible	Done
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Create Skate Sharpening business case to send out to the Board	Scott	Motion approved for Scott to proceed and update in October.
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Next board meeting will be for the budget approval on October 1st, 2018 at 7:00pm at East Hants Sportsplex Board Room.