

East Hants Arena Association Board of Directors Meeting

January 31st, 2017

East Hants Sportsplex Board Room

Start: 7:00pm, End: 9:15pm

Called to Order by : Todd Williams

General Manager: Scott Forward

Note Taker: Brenda Merriam

Board Attendees: Derek Roberts, Faye Peach, Tanya MacRae, Steve Ramsay, Scott Hirtle, Bill Falkenberg, Danny Hines, Patrick O'Neil, Patrick Little

Board Regrets: Wendy Matheson-Withrow, John Philpott, Faye Peach, Ann Levangie, John Mackinnon,

Absent: Norval Mitchell

Additions to Agenda:

No Additions to Agenda, just a change in order. Scott H. motioned to approve the agenda with the addition and change of order; seconded by Danny. All in favour; motion carried.

Board Meeting Minutes:

- Minutes from November 28th were reviewed. Motion to approve: Patrick; seconded by Derek. All in favor; motion carried.

Financial Statements: *by Scott Forward*

Executive Committee has seen the November and December statements

November 2016

Overall- ice rentals- up \$9000.00, field house- up \$5000.00

Showing YTD- \$10,000 up in revenue.

December 2016

Overall- ice rentals down \$10,000

- no Jr B games (1 game)
- HERH (Hants East Rural High) hockey cancelled due to work-to-rule
- Both these clients account for about \$6400.00 loss



Discussion around creating ice/field contracts with clients and determining the commitment these clients have depending on the scenario occurring and when they need to pay even if the ice/field is not used. This discussion became a take-away and an *action item* was created.

Motion:

Patrick made a motion to approve and to move into record the November and December Financials, Seconded by Bill. All in favour, motion carried. Financials Approved.

New Business:

A/R Update: *by Scott Forward*

East Hants Gents League -received outstanding cheque- post dated Feb 2

Directors Report: *by Scott Forward*
Presented by Scott.

Sales and Utilization Report: *by Scott Forward*

November and December reviewed.

Events Committee: *by Todd Williams*

(a)Tide Fest is ramping up on social medial; Facebook and website. Tickets are now available.

East Hants Sportsplex is responsible for:

(1) **Fair portion-**

- location on ice pad b
- 25 booths will be set-up
- farmers market
- 4 different bouncy castles
- In the middle there will be a charge for fun games/activities for children and adult game of chance- This portion will need volunteers

(2) **50/50 draw-** Fri pm, Saturday, and Sunday

(b) Jr. Hockey Exhibition game- World Jr A challenge- working with Truro- December 2017



Facility Mortgage: by Todd Williams

Mortgage rewritten to fixed term, will provide monthly savings.

Motion: Tanya motioned to agree to refinance the BMO mortgage to a fixed term, seconded by Derek; all in favour, unanimously carried.

Preventative Maintenance Reports: by Todd Williams

Reviewing the on-going report

- 1141 hours labour
- \$19,906 cost
- fewer tasks completed this quarter as this is the busiest operational period
- trending in the right direction
- operational staff should be commended on being engaged with this process
- *action item* created from this discussion

Old Business:

Newbridge Academy: *both Scott Hirtle and Scott Forward working on these contracts.*

- present contract ends August 15th, 2017
- creating a second contract to address fall of 2017.
- Still reviewing but both Scott's will want it signed Feb 15th, 2017

New Action Item:

Action Item	Person Responsible	New
Review Contracts for blocked ice and field clients	Scott Forward	For upcoming season 2017/18

Action Item	Person Responsible	On-Going
Plug in Budget #'s to Preventative Maintenance Software	Scott Forward	Add to Process

Action Item	Person Responsible	NEW
Strategic Planning Meetings	Scott Forward	Set-up meetings for March/April

Next meeting will be **Monday, April 24th** at 7:00pm at East Hants Sportsplex Board Room.

