

Minutes of
Saanich Peninsula Memorial Park Society
Board Meeting
April 23, 2019

Directors Present:

Richard Paquette, Sheilah Fea, Malcolm Brailsford, Mel Sangha, Bill Blair, Dick Reynolds, Jane Hall, Floyd Mailhot.

Regrets: Melissa Safarik. Nola Silzer, SD63

Liaisons: Chad Rintoul, Sidney. Heather Gartshore, North Saanich.

Executive Director: Brad Edgett

Guests: Dennis Sutton.

1. Meeting Called to Order
 - a. Richard called the meeting to order at 4:00pm

2. Approval of Agenda
 - a. The agenda was circulated.
 - b. Malcolm motioned to approve the Agenda, Dick seconded, agenda was approved.

3. Approval of the March Minutes
 - a. Sheilah motioned to approve the Minutes, Malcolm seconded, minutes were approved.

4. Business Arising
 - a. No business arising.

5. Report from North Saanich
 - a. Patricia Pearson was elected Councilor in the by-election.

6. Report from Sidney
 - a. Parking concerns from the Sidney Council were addressed and will be left to management to ensure both MPS and Sidney are happy with the current parking lot and signage.

- b. SBIA will use their summer students to monitor and track usage of the lot through the summer. This will allow us to gage how the lot is being used and how it is alleviating parking in the downtown core for customer parking.
- c. The lot ribbon cutting will be held on May 17.
- d. Fire Hall transition happening in May, operational in June. Ambulance moving one month after Fire Department.

7. Foundation Report

- a. There will be a Foundation meeting held after this meeting.
- b. We met with the auditors this week. Financials will be reported at the AGM.

8. Chairs Report

Director nominations:

- a. Jane Batty is a new candidate for election from Sidney. Jane has served on Edmonton Council and has an impressive resume.
- b. Other new candidates include Tim Chad, Ted Daly and Ross Imery.

Standing Committees:

- c. Richard proposed the formation of standing committees to provide better oversight to our financial affairs, governance needs, and overall happenings at the Centre.

There will be three committees 1. Fundraising (Foundation), 2.

Finance, 3. Governance. The Chair will engage with Board Members to see where they are best fit to serve depending on their strengths.

- d. Richard motioned to approve in principal the two committees, terms in which will be determined first by Brad and Richard. Terms will be brought back to the Board for approval.

Seconded by Jane. Motioned Passed.

9. Treasurers Report:

- a. We met with the auditors this morning. Audited financials will be differed to in camera at the end of the meeting.

- b. MWC March Financials:

We are \$3000 behind YTD budgeted.

\$15,000 ahead in Theatre Other Revenue for March.

Space revenue and expenses are both higher than budgeted.

Overhead other is \$15,000, it includes training courses, software, and concession.

- c. Bill motioned to approve the March financials. Seconded by Dick. Motion passed.

10. Report from Executive Director

- a. Financials: First quarter we usually run a deficit. We are sitting a little less than where we wanted to be, but are further ahead than last year.
- b. MWC Productions: We produced Barney Bentall and Andre-Philippe Gagnon, both sold out.
- c. Rick Mercer was an excellent event. We are getting great feedback from those who attended. Carey and Brad are working on a survey for those who attended for feedback on the venue and the style of event.
- d. We've worked hard on the parking lot and it is finally coming to completion. MWC spots will be painted white and the employee spots will be in Blue.
- e. We are still waiting on Peninsula Soccer to finalize the lease agreement. Hopefully we can have it finished in the next three months.
- f. Brad hosted a Parkland Track meeting with the Mayors from Sidney and North Saanich. Both municipalities are supportive of the project.

Next Meeting Date: Our next meeting will be the MPS AGM held on Tuesday, May 14, 2019.

Adjournment at 5:15 pm, followed by an in camera discussion with and without management.