

Minutes of  
Sidney & North Saanich Memorial Park  
Society Board Meeting  
May 24, 2016

Directors Present

Richard Paquette, Mel Sangha, Jane Hall, Sheilah Fea, Michael Shoemaker, Stephen Roberts, John Bell, Conny McBride, Christie Hall.

Executive Director

Brad Edgett

Regrets

Mary Goodman, Dick Reynolds, Bill Blair, Barb Menzies, Heather Gartshore.

Liaisons

Tim Chad, Sidney Council.

Meeting called to Order

Richard called the meeting to order at 4:02 p.m.

Approval of Agenda

The agenda was circulated.

Sheilah motioned to approve the agenda, seconded by John. Approved.

Adoption of the Minutes

The minutes from March 22, 2016 were circulated.

Motion made by Sheilah, seconded by Conny, minutes passed.

Report from North Saanich Council Liaison

There was no report from the District of North Saanich.

Report from Sidney Council Liaison

Sidney is waiting for an update from the AG's office. North Saanich has a meeting next Monday with the AG, we will wait to see what comes from that meeting.

There will be a local area plan for Sidney's industrial side and a review as to why we should or shouldn't increase density.

### Report from SD63

There was no report from School District 63.

### Report from the Chair

Richard motioned to go in camera with management, seconded by Sheilah.

Trust and Lease update (in camera)

Motion made to go out of camera.

Constitution and bylaws are almost done. There will be one=two more meetings to finish MPS documents, and one meeting to look at the Foundation bylaws. In September or October ,we will have a package for both boards to review. The constitution and bylaws will be on the agenda at next year's AGM, rather than calling a special meeting.

Thank you to everyone from MPS who agreed to be on the Foundation board. They had five vacancies to fill. The Foundation welcomed Sheilah, Conny, Jane, Christie and Mel. Remaining on the board are Dennis Sutton, Jill Winspear, David Spence, Louise Cooke, and myself. Steve Duck has stepped down as chair and will remain as past chair.

In a meeting following the Foundation AGM, the officers were elected:

Sheilah Fea – Chair

Conny McBride – Vice Chair

Louise Cooke – Secretary

Dennis Sutton – Treasurer

Steve Duck – Past Chair

### Report from Foundation

The next Foundation meeting will be held on October 25<sup>th</sup> following the MPS meeting. In the meantime, we will be reviewing our fundraising strategy.

### Treasurer Report

Brad presented the Treasurer Report.

Balance Sheet: Current cash flow is \$35,719. Capital Improvement Fund holds \$81,744.

In the accounts receivable are three grants that we await.

Bill and Brad will be meeting with Scotia McLeod to review whether our best options are to sell investments to pay for the legal fees.

The Total Other Current Assets include insurance, computers, projectors and furniture.

Profit/Loss Mary Winspear Centre: March was a good month, being a little bit ahead of budget.

April's space revenue was down, theatre revenue was up.

There are new categories under Theatre Revenue to indicate how the revenue is broken down.

The categories are MWC Productions, Rentals and theatre other.

The 'zero' in April MWC Productions is because a show was booked last year, and since then, the artist changed the tour and will now be here in August. A dance school was originally booked for April, and their show moved to May.

Differed Revenue would show as a liability until the show occurs, then it is moved into revenue. April overhead is lower than projected because we were expecting to have to purchase computer software; instead Sidney donated switchers for our servers.

YTD we are running a deficit of \$3000.

Motion to approve financials made by Michael, seconded by Stephen. Motion passed.

#### Report from the Executive Director

Colin James and Buffy Sainte-Marie are booked to return on the same weekend in August. Buffy will also open the First Nations Art Show on August 8. Having her presence at the Art Show is exciting, and will allow us to apply for funding from the First Peoples Cultural Centre.

To date, we have a total of 19 Friends of the Mary Winspear Centre members. We are well on our way to hit our total of 50 for the year.

#### New Business

No new business.

#### Next Meeting Date

Our next meeting will be held on Tuesday, July 5 at 4:00 p.m.

Adjournment at 5:18 p.m., followed by an in camera discussion without management.