

MINUTES

Centre Wakefield LaPêche
ORDRE DU JOUR / AGENDA Conseil d'administration
Thursday August 11th, 2022
(via Zoom and in person at the Community Centre)

Attendance

Irene Richardson
Kathleen Lauder
Hélène Giroux
Carolyn Nolan
Andrea Rowe (TW)
Pam Ross (MLP)
Vicki Carlan
Chris Harris

Absent

Ivan Hale
Kolleen Gibson

1. APPROVAL OF AGENDA

Motion: To approve the agenda, moved by Kathleen and seconded by Andrea, approved unanimously

2. CONFLICT OF INTEREST

Carolyn disclosed her interest in the GM position – no conflict noted from the Board as the position has been posted

3. APPROVAL OF MINUTES

Motion: To approve the board minutes of the meeting held on June 8th, 2022 Approved by Kathleen, seconded by Andrea, approved unanimously with one abstention by Vicki due to her absence at the meeting

Motion: To approve the board minutes of the meeting held on July 14th, 2022 Approved by Helene, seconded by Chris, approved unanimously

4. NEW BUSINESS

No new business

5. FINANCE REPORT

A financial report was provided by Kolleen via the Google Drive.

The Board expressed interest in gaining a better understanding of our overall financial position, some suggestions regarding the presentation of the financial information was discussed, recommendations for the future would include budget figures and YE forecasts

Appreciation was noted for the Treasurer role and Kolleen in particular – the Board appreciates Kolleen’s expertise, commitment and diligence related to various reporting requirements and the time commitment required to accomplish these tasks

Finance Committee – Staffing Complement in collaboration with the HR Committee -it was noted a requirement to determine what is feasible financially short- term and long- term

Finance Committee – it was noted that the mortgage renews in March 2023 – the Board will be looking to this Committee for recommendations

6. 100 Miles Arts Network

Paul Brown, Executive Director of 100 Miles Arts Network joined the meeting.

A brief overview of the organization was presented. The organization represents a network of artists and community organizations that promote, plan and deliver cultural events and workshops in the greater MRC des Collines de L’Outaouais area.

Paul discussed possible partnerships with the WCC including a shared communication resource and professional services in delivering a series of events or workshops with the Centre.

It was noted that 100 Miles Arts Network is looking to provide their communication resource with full time hours in partnering with other organizations. The advantage in partnering with 100 Miles Arts Network would be to strengthen our relationship, foster relations with local artists and have a communications person already embedded in the community.

Concerns were noted re bilingualism and the cost (\$32/hr) associated with partnering on the communication resource at this time.

Additional potential services could include partnering with 100 Miles Arts Network to plan and deliver events in the future.

We currently have an MRC grant to deliver a musical series (\$4,800) – Andrea to follow up on deliverables. There is also a recycleart grant (\$2,400).

7. OPERATIONS UPDATE -presented by Irene

An operation report was provided via the Google Drive.

Grants and Fundraising

There are some deadlines approaching for MLP grants for the upcoming year – related to summer camps, an MRC grant for youth and a Canadian Heritage grant – all due for submission

in Oct/ Nov. A grant update was provided for current/ previous grants and status of submissions.

Outaouais Foundations Fund – structure in place, update to website required and connection to Canada Helps

Annual Support Membership: promotion required, sold to date: Individuals 72, Family 34 and 2 Gold

Programming

Summer Programs - Community HUB is going well

Fall Programs – being coordinated by Carly Woods

An issue arose related to programming at the Wakefield School Gym and a conflict with the established Pickleball time slots and potential programming for basketball for children and youth.

A Board decision was reached to provide Carly with direction to work out a compromise with the two parties involved related to time slots on the weekends.

Rentals

Some significant rentals are planned for the Fall 2022, including STO and Theatre Wakefield

Maintenance and Landscaping

A building and landscaping update was provided

8. HR UPDATE – presented by Irene and Kathleen

GM update - Irene

HR Update – Kathleen

The General Manager and Community Coordinator positions have been posted – closing date for the postings are August 22, 2022

9. FUTURE OF THE CENTRE

Helene has resigned as Chair

A discussion ensued re the name of the Committee and its perception among the Board, the Membership and the Community.

The scope of work involves development of a strategic plan, stakeholder analysis and financial planning.

Motion: To dissolve the Future of the Centre Committee until the new Board is established in September 2022, moved Helene, seconded Kathleen, approved unanimously

10. AGM

The AGM will be held on September 22, 2022.

A brief discussion ensued re recruitment of new Board Members.

A governance question was raised at that last AGM that we should be prepared to respond to in September at the AGM.

The governance question was concerning that the Board Executive are all elected members. Two board members are appointed, one by the MLP and one by our supporting partners, all other members are elected at the AGM.

At the previous AGM, the Board agreed to review the concern and a possible bylaw amendment would be brought to the members if the board deemed this was in the best interests of the Centre.

The issued was reviewed and discussed by the Governance Committee – a recommendation will be provided at the next Board Meeting.

11. ADJOURNMENT

Motion: To adjourn the meeting, moved by Irene, seconded by Andrea, approved unanimously.

Meeting was adjourned at 9:29pm.

The next Board Meeting is scheduled for Thursday, September 15th.