

**Queens Place Emera Centre (“QPEC”)
Board of Directors Meeting Minutes
May 21, 2019**

PRESENT: Michael Anthony.....Chair
Tori Benedict
Greg Thorbourne
Hubert Rodden
Gilbert Johnson.....Councillor, District 7
Susan MacLeodCouncillor District 4

STAFF: Meaghan Roberts.....Recreation & Healthy Communities
Dana Henley.....Recreation & Healthy Communities

REGRETS: Stew Horton

ABSENT: Larry Cochrane

1.0 CALL TO ORDER / WELCOME

Michael Anthony called the meeting to order at 6:00 pm.

2.0 CHANGES / APPROVAL OF THE AGENDA

The following additions were made to the agenda:

4.06 Farmer’s Market

Motion put forward to approve agenda as amended by Hubert Rodden, seconded by Greg Thorbourne. Motion carried unanimously.

3.0 APPROVAL OF MINUTES

Motion put forward to approve minutes as circulated by Hubert Rodden, seconded by Tori Benedict. Motion carried unanimously.

4.0 BUSINESS ARISING FROM THE MINUTES

4.01 Financials, Facility Statistics and Budget

Facility statistics were distributed for review. Meaghan Roberts noted that the new IT Manager for RQM will be researching a membership program which will encompass statistic reports in his new role.

4.02 Ice Programming (update)

Meaghan Roberts provided an update on ice programming that has happened to date, noting that there has been some uptake on the new non-prime ice rate and several inquiries. Two volunteers have come forward to assist with the Stick N' Puck program providing an opportunity to hold the program on a more regular basis.

Members were asked to forward any ice programming ideas to Meaghan Roberts.

Meaghan Roberts noted that evening public skates have been suggested will be scheduled throughout the summer as a trial as schedules permit.

4.03 Policy 78: Queens Place Ice Rental Cancellations (update)

This revised policy was approved at the May 14, 2019 Council meeting.

4.04 Policy 87: Recreation for All (draft)

Discussion was held on the draft policy. Everyone was asked to review the policy and it will be kept on the agenda to discuss at the next meeting.

4.05 Facility Membership and Fee Sponsorship Guidelines (draft)

Everyone was asked to review the policy and it will be kept on the agenda to discuss at the next meeting.

4.06 Farmer's Market

The Farmer's Market Board has reached out confirming that they are interested in exploring holding their market at QPEC. Meaghan Roberts responded to their communication asking for potential dates, what space(s) they would like, power requirements, tables and times. This information will be discussed at the next board meeting and a rental fee will need to be set.

5.0 DISCUSSION

5.01 Facility Sponsorship and Advertising

Steve Burns was welcomed to the meeting to report on this item.

The 2019/2020 Budget for advertising revenue is \$44,500, with 91 places for advertising, at present \$43,875 in advertising has been sold. Sponsorship has exceeded budget projections, with projected 2019/2020 budget for Sponsorship and Advertising at \$52,000 and \$55,500 sold.

There has been some change over with the in-ice advertising. New advertisers coming to the ice are Mersey Seafoods, Archway Insurance, Subway and Liverpool Pizzeria.

Discussion ensued regarding potential additional space for advertising.

The board gave consensus to move the section markers on the south side seating sections and sell the 8 foot space currently occupied by the section markers.

5.02 BOD Appointments

The Board was advised that four members' terms are coming due on July 1, 2019, and that the three public members should give some thought to whether they would like to re-offer.

5.03 Funding Request (update)

The LCLC request to Council for funding of their facility was denied.

5.04 Food and Beverage Operations

Discussion was held with respect to what the board would like to see for food and beverage operations at Queens Place Emera Centre.

It was moved by Hubbert Rodden and seconded by Greg Thorbourne to recommend to the Council of the Region of Queens Municipality that a request for proposals be issued to engage food and beverage services at Queens Place Emera Centre.

Motion carried unanimously.

6.0 IN CAMERA

It was moved by Tori Benedict and seconded by Councillor Johnson that the proceedings go In-Camera at 7:59 p.m. to discuss the following:

6.01 Contract Negotiations

6.02 Contract Negotiations

Tori Benedict left the meeting at 8:15 p.m.

It was moved by Hubbert Rodden and seconded by Councillor Johnson that the proceedings exit In-Camera at 8:55 p.m.

7.0 ADJOURN

It was moved by Hubert Rodden and seconded by Greg Thorbourne that the meeting be adjourned at 8:55 p.m. Motion carried unanimously.

Michael Anthony, Chairperson

Date Approved