

**Queens Place Emera Centre (“QPEC”)
Board of Directors Meeting Minutes
December 10, 2019**

- PRESENT:** Michael Anthony.....Chair
Stew Horton.....Vice Chair
Greg Thorbourne
Raymond FiskeCouncillor, District 6
Hubert Rodden
Gilbert Johnson.....Councillor, District 7
Jeremy Myalls
Jessica Van-Dyne Evans
- STAFF:** Chris McNeill.....Chief Administrative Officer
Meaghan Roberts.....Director of Recreation & Healthy
Communities
Steve BurnsManager of Events, Promotion &
Sponsorship
Dana Henley.....Administrative Assistant
Recreation & Healthy Communities
- REGRETS:** Sylvia Hurley

1.0 CALL TO ORDER / WELCOME

Michael Anthony called the meeting to order at 5:04 pm.

2.0 CHANGES / APPROVAL OF THE AGENDA

Meaghan Roberts added two items to the agenda:

4.02 Request from User

4.03 Next Meeting Date

It was moved by Hubert Rodden seconded by Greg Thorbourne that the agenda be approved as amended.

Motion carried unanimously.

3.0 APPROVAL OF MINUTES

It was moved by Greg Thorbourne seconded by Hubert Rodden that the minutes of November 12, 2019 be approved as circulated.

Motion carried unanimously.

4.0 BUSINESS ARISING FROM THE MINUTES

4.01 Steve Burns was welcomed to the meeting. Steve reviewed revenue and expense budget lines for the upcoming 2020 – 2021 budget year for advertising, sponsorship and events.

Meaghan Roberts reviewed the 2020 - 2021 revenue budget lines for QPEC.

Members requested that a comparison be supplied for non-prime time ice sold in 2018 compared to 2019 for the January meeting.

Discussion was held regarding corporate memberships.

Members reiterated that the management of the vending be kept in-house and not an item for negotiation during concession lease negotiations.

Members requested that a total projected 2020 – 2021 budget be provided, with numbers to-date for each budget line, both revenues and expenses, for the January meeting.

The Ice Programmer position potential was discussed. It was felt that this position shouldn't be limited to just ice, that it should encompass the whole facility. Meaghan Roberts was asked to investigate opportunities to engage with a work-term student to further explore what this position could entail, consult with other facilities, and develop a business case for the position.

4.02 Request from User

Meaghan Roberts advised that a request had been received from the 40+ Hockey Group for assistance in the sustainability of their group due to attendance issues.

Discussion ensued.

It was moved by Stew Horton and seconded by Hubert Rodden that the 40+ Hockey Group be granted a temporary trial until the end of January 2020, to remit ice rental fees at \$10.00 per person, excluding goalies, of which the 40+ Hockey Group will administer the collection and payment. Fees collected are payable on the date of ice rental.

Michael Anthony declared a conflict of interest.

MOTION CARRIED unanimously.

4.03 Next Meeting Date

The next meeting of the board will be held on Tuesday, January 21, 2020 at 5pm in the Sobey Foundation Board Room at Queens Place Emera Centre.

5.0 ADJOURN

It was moved by Councillor Fiske and seconded by Jessica VanDyne Evans that the meeting be adjourned at 7:36 pm.

MOTION CARRIED unanimously.

Mike Anthony, Chairperson

Date Approved