

ROC Board Annual General Meeting

June 11, 2018 6:30 – 7:30pm

Prospect Road Community Centre

Minutes

1. Welcome/Introductions – Chair, Al Goodyer. A sign-in sheet was circulated, and quorum was met (16 attendees, 10 required)
2. Approval of Minutes, AGM 2017 – Moved by Al, Seconded by Lisa. **Motion carried.**
3. Staff Reports
 - a. Executive Director's Report, Shirley Jollimore. Shirley provided an overview of her responsibilities as Executive Director, an update on grants received over the year (totalling in excess of \$75K, including a tremendous grant from Communities, Culture and Heritage for the outdoor sport court to be built in the fall, and generous support from the Prospect Road Recreation Association and our Councillor Stephen Adams. As well, we appreciate the advertising support we receive from MLA Iain Rankin. Motion to accept the report: Barb Allen, Rob Gilbert. **Motion carried.**
 - b. Facility Maintenance Manager, David Thomas. David provided an overview of his role, and insight into the valuable role of the custodial team. Several attendees extended appreciation for the appearance of the centre, its cleanliness and their observations that the custodians are friendly and welcoming, and very helpful. Motion to accept the report: Kelly Carlton, Lisa Ferguson. **Motion carried.**
 - c. Operations and Finance Manager, Amy Hockin. Amy provided an extensive update on all of the day-to-day pieces that ensure the organization works successfully, including staff, OHS, community partnerships with other local groups. She spoke about the Season 2 of the Farmer's Market, and hopes for continued growth and support from the community. Motion to accept the report: Peggy Gilbert, Art Gilbert. **Motion carried.**
 - d. Programs and Events Manager, Jessica Morrissey. Jessica shared the exhaustive list of all of the types of programming that is offered at PRCC, both our own planned programs and those that are offered from other community groups for local residents. We had a number of successful partnerships, including Caregivers NS, the Community Health Teams. Our MLA and MP host satellite offices here periodically offering access to staff from those offices. Jessica noted that our food programs have really taken off, and how volunteers are appreciated and necessary for ensuring these events are successful. She noted that planning for summer camps is underway and that some new summer staff will bring some new ideas and energy into the programs. Motion to accept the report: Nicole Slaunwhite, Rob Gilbert. **Motion carried.**
4. Financial Report – Brad Knight with support from Amy Hockin. A high level financial report gave an overview of where revenue is brought in, and how it gets spent over the course of the year. We do our best to be good stewards of the grants and user revenue, and whatever small profit is earned is reinvested into the centre operations and programming. Motion to accept the report: Lisa Ferguson, John Whitlam. **Motion carried.**

5. Strategic Plan – an update was provided by Shirley Jollimore on the strategic plan; we are on track with the goals we had set and the updated version is posted on the Board webpage.
 6. Election of Directors – Executive Director, Shirley Jollimore. Noted all Directors are mid-term with no resignations or term expirations. There were no applications in advance. Call for nominations from the floor resulted in no nominations, no voting required. It was decided that the board members would vote in officers at the next regular business meeting, and Al Goodyer agreed to remain as interim Chair until that date was set.
 7. Adjourn – Lucy Sharrat moved to adjourn the meeting at 7:42 PM
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Attendees David Thomas, Terence Bay; Shirley Jollimore, Hatchet Lake; Robert Gilbert, East Dover; Lisa Ferguson, Prospect Bay; Nicole Slaunwhite, Spryfield/Prospect Bay; Peggy Gilbert, White's Lake; John Whitlam, Brookside; Al Goodyer, Prospect Village; Bradley Knight, Brookside; Amy Hockin, Prospect Village; Lucy Sharrat, Terence Bay, Kelly Carlton, Hatchet Lake; Barb Allen, Terence Bay; Art Gilbert, White's Lake, Jessica Morrissey, Hatchet Lake; Stephen Adams, Councillor District 11.