

**YMCA of Southwest Nova Scotia
Board Meeting
Lunenburg County Lifestyle Centre Board Room**

Wednesday, July 20th, 2016

Present

Alan McMullin
Elspeth McLean-Wile
John Wright
Ken Smith
Beth Earle
Lawrence Garner
Louis Tousignant

Absent

Brenda Peters
Harland Wyand
Jessica Vaszily

Yvonne Smith – CEO
Jill Sutherland - CFO

1. Elspeth called the meeting to order at 6:01 p.m.
2. A motion to approve the agenda was made by Lawrence, seconded by John and carried.
3. Following some discussion regarding the correction of marking the CFO absent in the minutes of the June meeting of the Board, Elspeth called for any errors or omissions three times and hearing none declared the minutes approved.
4. Under business arising:
 - (a) The assignment by our facilitator that Kevin Benjamin, CEO of the LCLC and Yvonne Smith, CEO of the YMCA meet to begin craft a working Mission Statement is still incomplete. That meeting has not yet taken place.

Our facilitator agreed that the meeting had been a good first step. Copious notes were taken. A sub-committee to link the two boards was proposed. However terms of reference would be required before an appointment could be made. Both Elspeth and Louis volunteered to serve and a further meeting of the two boards was agreed to take place on Sept. 7, 2016. The matter of the YMCA lease with the NSCC would be considered later.

(b) The matter of Marketing Data was raised. A meeting with Margaret Kay-Aurora and Jim Jantzen is planned for August 16 and will consider input provided by Pitney-Bowes.

(c) Alan and Ken reported on their work as Nominating Committee. One new potential Board Member has been approached and others are under consideration.

(d) The issue of the engagement of youth on the board was raised by Elspeth who agreed to consult with Jessica and others and report back to the Board.

5. (a) Jill presented a Financial update in which she noted that we are now half-way through the year and are on target. 'Strong Kids' program has involved a series of events rather than a formal campaign. Membership numbers have been strong and staff training has been postponed until Autumn.

A question was raised regarding the compensation of volunteers. Jill mentioned that generally there is no compensation but in certain areas - such as Yoga - there is an attempt to invest in people in order to strengthen the program.

At the Fundy Y a donation from the Town of Digby is pending. The Grant from Annapolis must be acknowledged. A program of day camps is planned for July and August. In reporting expenses regarding utilities Jill observed that this has to do with the timing of statements. Part-time staff salaries relate to the requirement of having two staff in the building at all times as well as with the youth program.

(b) Yvonne reported on membership during the second quarter. She painted a positive picture, noting there are presently 1161 members at Lunenburg County. There has been some decrease in numbers at Fundy. She then spoke about the Membership Satisfaction and Involvement survey which she characterised as a kind of 'report card' noting that even though our Y is not one of the larger ones we have achieved strong results by both staff and volunteers and have done exceptionally well. Staff will continue to analyse results and search for ways to improve. Elspeth also added her comments to Yvonne's report.

- (c) The Report of the CEO was not extensive and was centred on day to day operations. The audit team will arrive in August.

It was moved by Alan, seconded by Lawrence and carried that the Board accept the updated policy.

A plan is underway to provide a human resources professional to serve the Y's of Nova Scotia. There have been 75 applicants for the position and telephone interviews have begun. The CEO of the Halifax branch will direct this initiative. It is assumed that the successful applicant will have 5-10 years of experience, will be prepared to visit each of the Y's in Nova Scotia and will track the use of the resource. The cost of the initiative is expected to be very low, considering the potential advantages.

6. Under new business, the matter of Strategic Planning will be considered in October. The dates for this process need to be chosen.
7. The 'in camera' session then took place.
8. It was moved by Louis that we adjourn.

