

TIDNISH CROSSROADS & AREA COMMUNITY ASSOCIATION (TCCA)

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President: Keith Hunter

Secretary: [Vacant](#)

Vice President: Barry Burke

Treasurer: Nancy Baxter

Active Members: Charlie Atherton, Jack Brown, Margaret Burke, Gordon Davidson, Percy Haynes, Pierre Pinet

APRIL BOARD MEETING

Date: April 4, 2017

Time: 6:30-8:30 pm

Place: Tidnish Crossroads Community Center

Board Members Present: Barry Burke, Margaret Burke, Percy Haynes, Keith Hunter, Pierre Pinet

Regrets: Charlie Atherton, Nancy Baxter, Jack Brown, Gordon Davidson

Community Members / Volunteers Present: Rod Gilroy (interested member), Nancy Hunter-Jollota (volunteer), Bill Munroe (Archway Insurance broker)

MINUTES

1. CALL TO ORDER

The meeting was called to order at Tuesday, April 4, 2017 @ 6:36 pm.

2. PROCEDURAL ISSUES

2.1 Approval of the agenda

The agenda was approved as circulated.

2.2 Approval of the minutes of the last meeting

The minutes from March 2016 were approved as presented. [Nancy HJ will contact Charlie Atherton to post on the website and will post on Facebook to let the community know when they are available.](#)

2.3 Action list from the last meeting

a. Michelle Byers

She was unable to come to the meeting due to a family concern. She requested that the board make a list of questions, and she will answer them via email. This may include requests for board training. The board can email Keith if they have anything they wish to discuss with her. Pierre recalled that the previous discussion was largely about being unsure about what the board needed. He suggested after the AGM it would be great to have her come to do a session on how to run an efficient board. She had reported to Keith that she may offer a session for a larger group later in the year that the board could join. [This item will remain on the action list.](#)

b. Kitchen rules

To re-create and post rules (1 copy posted, 1 copy to Daniella to distribute, 1 copy to board files). There are two files; [Nancy HJ will merge the files and email to the board for feedback and approval at the next meeting.](#)

2.4 Presentation

a. Offsite events - Bill Munro (Archway Insurance)

Economical Insurance carries the insurance for the community center. This is a non-profit organization that runs events for the community at the hall and various other locations, including the ball field, etc. Revenue is less than \$10,000 annually. Liquor liability is covered for the center and its locations if the events are licenced. Bill indicated that the board must insure that all licencing, proper serving, and due diligence are met for the insurance requirements to be met. This includes saying no if the bartender thinks the consumer is intoxicated and considering that people have designated drivers for travel after the event. If the board is aware, or allowing, unethical consumption of alcohol at their event, and don't respond, they could be considered negligent, and could be found liable. Insurance may not cover this matter because of knowingly ignoring the situation. Means should be in place (i.e. bartender, security, etc.) to avoid irresponsible alcohol consumption. RCMP can be alerted to the events as well to assist in monitoring the situation. These considerations will have to be met this summer during center events. [Patrons \(i.e. ball teams, festival participants\) will be alerted in advance of the changes; a member needs to be assigned this task.](#) The liquor inspector may give the board more information about rules and regulations as requested.

b. Children's summer day camp

The current insurance (Economical) policy does not cover the summer camp because it is not licensed. Other insurance companies could be explored, likely at a higher cost. Should we wish to explore this issue, the board may contact Bill. As it is too late this year, it has been put on hold. Should a community member wish to take this project on (i.e. organizing and running the camp), the board may be approached to provide support.

c. Children's park

The center is responsible to maintain and care for the property. The insurance covers the legal fees and costs associated with liability for public use.

d. Board representative

Bill has requested to have a contact person, with permission from the board, to speak with during renewal time. [Keith will send him contact information \(likely the president and vice president\) after the May AGM.](#)

e. Communication of new information

Bill indicated that any upgrades to the building or new activities should be forwarded to him so the file can be updated to keep the insurance valid.

3. BUSINESS ISSUES

3.1 Financial reports

a. Year end report

The final numbers for the fiscal year (March 31st) were presented by Pierre. They will be presented at the AGM. The budget for the upcoming year has been drafted as well. If there are any questions, Pierre and Nancy B can discuss them. He felt that we should be running a balance budget, but we currently have a surplus of \$24,000. He cautioned that the hall should consider spending the money on repairs this summer (i.e. the hall needs siding). There may be funds available via grants to work on the siding as well. The grant budget has been going down, because projects have been decreased. He submitted grant requests for siding, flooring, and the Tidnish Festival to the Municipality. [Pierre will send Joe an email to see if there are anymore possibilities.](#) The bar inventory has been submitted. Pierre moved to accept the report, seconded by Barry, motion carried unanimously.

b. TCCA fee schedule

Pierre submitted a spreadsheet of rentals available for the board to review. He was unclear about what the present list states. There is an invitation for the board to review and give feedback. [Board members will discuss at the next meeting.](#)

c. Annual audit

[Keith will check with Alan Morrison regarding the annual audit.](#) Jack Brown can no longer do this, as he is a board member.

3.2 New business

a. Bingo license

There is no cost for the license, but it can be renewed at any time. There is money in the Bingo account should anyone wish to organize future events. [Keith will double check about the licence rules to ensure there is no cost, and to check re obligations for reporting.](#)

b. Annual general meeting announcement

The AGM must be announced at least 10 days prior to the meeting. [Barry will have it put in the Amherst newspaper.](#) [Margaret will put it on the sign out front.](#) Website and Facebook and email may be used as well.

c. Painting

The basement of the center needs to be painted. [Piercy plans to organize this.](#) Rod suggested that someone check with Harrison's for mis-mixed paint to be donated.

d. Festival meeting

There was a meeting last night; several board members and four community members attended: Tom Sommers, Blair Andres, Melissa Downey, and Lee Weir. Melissa offered to be the co-chair. [Barry will contact Blair Andes to invite him to the next meeting.](#) Monday, May 1, 2017 @ 6:30 in the basement (there is Yoga upstairs). Margaret will put a note on the sign to use the basement door. They came up with some other names as well – Jeannie and Mark Milner, Debbie Kogan. Alan Morrison, Barry and Jane Stack all responded to volunteer. There were several emails from others as well. [Keith will forward them to Mike and Melissa.](#) The festival will be held over two days. It will now take place on August 5-6 (long weekend). The dance will be held on Saturday, August 5. Tom Sommers is trying to get the entertainment. Plans are in the works for staging as well. [Percy made a motion to build a stage for up to \\$1000,](#) second by Barry, motion carried unanimously. Mike will look after the liquor licences and bouncy castle for the festival. Lee is taking care of signage. There were several other jobs assigned. Piercy has agreed to do the pork chop BBQ with Kelly and Garnet.

e. BBQ purchase request

Rod requested that the board invest in a BBQ. Jim Baker has his custom made locally, by Ricky Gould. He also feels it increases the capability of the building. [Rod will seek quotes and bring the information back to the board.](#)

4. INFORMATION ITEMS

4.1 Correspondence: No discussion

4.2 Logan Hendra: Contacted the board regarding a summer soccer program at the field. Rod has left messages, waiting to hear back. [This item will remain on the action list.](#)

4.3 Update on fire marshal's report: Pierre has drafted exit plans for the hall (upstairs and downstairs). The location of the fire extinguishers needs to be added. [Pierre will email to Keith, who will forward to the fire marshal for review.](#)

4.4 Muscular Dystrophy tournament: Plans to hold this event on July 22nd.

4.5 Yoga: Begins again on Monday night.

4.6 Membership fees: Nancy Baxter collects the money from members. There is no one who actively seeks payment at this time. Rod suggested that new community members be given a free board membership for one year. [This item will be raised at the next meeting.](#)

5. DATE AND TIME OF NEXT MEETINGS

5.1. Festival meeting: Monday, May 1, 2017 @ 6:30 pm

5.2. Board meeting: Tuesday, May 2, 2017 @ 6:30 pm

5.3. Annual general meeting: Tuesday, May 23, 2017 @ 7:00 pm

5.4. ADJOURNMENT: Meeting adjourned at 8:03 pm.

Minutes submitted by: Nancy Hunter-Jollota; April 4, 2017
