

Digby Area Recreation Commission
Wednesday, September 18, 2019
6:30PM - Digby Arena, 2nd Floor

Present: Jean Brittain, Peter Turnbull, Margaret Morgan, Bob Powell, Cindy O'Neil
Regrets: Linda Gregory, Justin Oliver

1. Meeting called to order at 6:25PM by Chair, Jean Brittain.
2. Adoption of Agenda
Margaret Morgan moved and it was seconded by Peter Turnbull to approve the amended agenda. Motion carried.
3. Acceptance of August 21 2019 Minutes
Matt Ross moved and it was seconded by Margaret Morgan to accept the minutes of the August 21, 2019, board meeting as circulated. Motion carried.
4. Business Arising from Minutes
 - a. A memo has been received from the Town of Digby indicating that they will accept donations and issue income tax receipts for donations of \$25.00 or more on behalf of the Active Digby Fund. Funds received by the Town will be transferred to DARC on a quarterly basis.
 - b. The Recreation Director has decided to not pursue this at the time and will wait to see how it will affect DARC.
 - c. Advertising for the Recreation Director position has been placed in the following locations; Career Beacon, Tri-County Vanguard, Clare Shopper, The Halifax Herald online and the Recreation Nova Scotia, Town of Digby, Municipality of Digby and DARC website. The deadline for applications is September 25, 2019. Tom Ossinger has met with the Recreation Director about DARC's hiring policies and the Recreation Director assisting in compiling questions for the interviews. The Recreation Director will also review the applications but will not participate in the short listing.
Margaret Morgan moved and it was seconded by Peter Turnbull that the DARC Hiring Committee and Board Members be involved in the initial review of all applications for the position of Recreation Director. Motion carried.
 - d. Grant Thornton has started the yearend audit. The audited statements will be ready for the October 17th board meeting. Chair, Jean Brittain and the Recreation Director, Bob Powell, will meet with the auditors prior to review the statements.
 - e. The Facility Manager had discussions with the Recreation Director as Danny wants to be sure that there will be someone to check the refrigeration plant in his absence, i.e. days off and/or vacation. See attached memo.
 - f. The RNS Conference will be held October 22-24, 2019, in Truro. Please let the Recreation Director know as soon as possible if you would like to attend.
5. Approval of Accounts Payable
Peter Turnbull moved and it was seconded by Margaret Morgan, that DARC approve the September payables, including the prepaid, in the amount of \$44,008.60. Motion carried.

6. Acceptance of Financial Reports:
Margaret Morgan moved and it was seconded by Matt Ross to accept the income statement as circulated. Motion carried.
7. Recreation Reports:
Margaret Morgan moved and it was seconded by Peter Turnbull to accept the recreation reports as circulated. Motion carried.
8. New Business: No new business
9. Additions to Agenda:
 - a. Telescope: The grant application to the Department of Communities, Culture and Heritage has been resubmitted by the Municipality of the District of Digby.
 - b. Hiring Policies: The Recreation Director circulated the hiring policies so the Board Members are aware.
10. Next Meeting: September 18, 2019, 6:30PM at the Digby Arena, 2nd Floor.
11. **Matt Ross moved and it was seconded by Margaret Morgan to adjourn the meeting. 7:15PM. Motion carried.**