**Jimmy Pratt Memorial Outreach Centre Inc.**

**Minutes of the April 6th Board Meeting**

**Room C – George St. Church**

**The meeting was called to order at 7:10 PM by Chair Peter Elliott**

**Attendees: Treva Aberle, Peter Elliott. Chris LeGrow, Josh Shea, Bill Lewis, Ian Collins**

**Regrets: Hedley Bungay, Frank Norman**

**It was moved by Chris LeGrow and seconded by Josh Shea to adopt the agenda as presented. Peter asked to have two items added under new business. Motion Passed.**

**The minutes of the March 15th board meeting were distributed and it was moved by Josh Shea and seconded by Bill Lewis that the minutes be adopted as circulated. Motion Passed.**

**Business Arising:**

1. **Stove cleaning and repair- It was suggested that a number of other areas need attention As well and that a clean-up day is planned for the third week in May (16-20TH). At that time activities at the centre for Seniors would be finished for the season and there would be a week between the transition of the Husky Breakfast Program and the start of the NALCO Summer Breakfast Program. George will meet with Reg and Ed Mallard to develop a listing of things that need attention in the centre and the church.**
2. **Purchase and installation of a new furnace was also discussed. There is a plan “B” at this time however if the request to United Way does not get a favorable response it was suggested that the church should consider providing the funds to ensure that this project can proceed. It was also suggested that this is too good an opportunity to pass up. The furnace that is being replaced is over eighty years old.**

**Financial Management:**

**The board was advised that Robert McNeilly advised the church council that he did not wish to continue with the bookkeeping contract beyond the end of March. Bill Lewis was asked to see if he might find a qualified person that might be interested in taking over this function. Mr. John Nichols has indicated that he would consider this function and will meet with George to discuss preliminary aspects of the contract. If a contract price and timeline can be agreed upon he will meet with Robert and both Treasurers to discuss the approach and provide a timeframe to bring the books up to date. We would expect to have a comprehensive financial report.**

**It was moved by Treva Aberle and seconded Ian Collins that we enter into discussion with Mr. Nichols to assume the contract for bookkeeping services.**

**Nomination:**

**Chris Legrow advised the board that a family friend, Ms. Christine Cluston has offered to serve as a Director at Large. Ms. Cluston has a significant background in finance and a wide network within the business and NGO community. Christine’s Bio was distributed (see attached).**

**It was moved by Treva and seconded by Chris that we accept the nomination and invite Ms. Cluston to attend our AGM as Director at Large. Motion approved unanimously.**

**George explained the “Gifts with Vision Program and the benefits that could be achieved by the Jimmy Pratt Centre. The application has been submitted and if accepted, our centre would be in the donations calendar for 2016 - 2017. The UCC charges 15% as a service fee. The remaining 85% will come directly to the Jimmy Pratt Centre.**

**Director’s Team of Office**

**The director’s designated term was outlined for the existing board for the current year. It was suggested that we retain the calendar year as our fiscal year and next year our AGM could be held in January.**

**Hot Soup Cool Jazz:**

**George provided an update regarding the Hot Soup Cool Jazz. He noted that ticket sales are down however silent and live auction items are on par with last year. It is likely that partners’ shares may fall short of last year and our budget may have to be adjusted. We will have our 12-13 volunteer runners on hand again this year.**

**Annual General Meeting:**

**Possible dates for the AGM were discussed. It was suggested that we combine the volunteer appreciation event with the AGM and provide an over view of the board and the centre as well as a presentation of certificates to volunteers. Finger foods would be served and it would be a good opportunity to do pictures of the board and possibly a video of the event.**

**Grant Application in the System**

**United Way - request $10,000.00 – furnace**

**Healthy Aging – SIP program - $8,000.00**

**Culture and Recreation - $3,000**

**City of St. John’s - $3,000.00**

**Chris will contact Nu-Way Kitchen Cabinets to see if they might have some surplus or misfit cabinets that could be used to replace some of the cabinets in the kitchen.**

**Peter advised that he will attend the AGM of Bridges to Hope.**

**Meeting adjourned at 6:45 PM.**

**Recorded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Chair \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**George Parsons Peter Elliott**