

PRINCE EDWARD FITNESS & AQUATIC CENTRE

ANNUAL GENERAL MEETING for Year Ending August 31, 2023

Date of Meeting: Thursday February 8th, 2024 12 noon

Attendance

Board Members

Art Knight, Vice Chair	Mat Smith, Treasurer	Martin Stanley
Sue Mathieu, Secretary	Alastair Mathers	Tom Falkner

27 members (Includes 6 board members, 8 staff); 2 non-members

1. Art Knight called the Annual General Meeting to order at 12 noon and introduced the Board.

2. Art asked for a motion to approve the minutes from previous year's AGM

Motion: To approve the Annual General Meeting Minutes from February 2023 for the FY 2021/22

Moved: Dennis Fox, Second Tom Falconer, Motion Carried

3. **Election of Directors, Art Knight**

Art noted that directors are elected for a two-year term and that the terms are staggered.

Three board members (Bill Halman, Monica Alyea, and Sue Mathieu) were re-elected last year so their term is still ongoing.

The terms of Mat Smith, Martin Stanley, Tom Falkner, Alastair Mathers, Art Knight have ended. Tom Falkner is not standing for re-election. Mat Smith, Martin Stanley, Alastair Mathers and Art Knight are are nominated to be re-elected to the Board of Directors for an additional term of two years.

Discussion

- Queries from members as to the process for applying to the become a Director
- Art noted that we have an application process in place
- Request that Board send out an email to all members annually notifying them that the Nominating Committee is looking for new board members, indicating the skills sets the Board is seeking and the process for submitting applications
- It was agreed that this process would be followed prior to next year's AGM

Motion: To elect Mat Smith, Martin Stanley, Alastair Mathers and Art Knight to the PEFAC Board of Directors. Moved: Tom Falkner, Second: Mat Smith. Carried. One opposed; several abstentions

4. **General Manager's Report**

Meloni Crandall, General Manager presented a report that looked at PEFAC for the past year. She noted growth in membership and demand for programs. The new on-line booking program was introduced and some key features explained.

Meloni thanked the members and staff for their ongoing support and hard work

5. Treasurer's Report

Mat Smith presented the Treasurer's Report.

He showed key tables from the Audited Financial Statements from September 1, 2022 to August 31, 2023, with a comparison to the preceding year.

Key points:

- A significant increase in membership and program revenue over the past year as PEFAC recovers from COVID
- Significant decline in government assistance with the end of the COVID related grants; the government assistance showing is from Prince Edward County
- Total revenue increased from \$720,000 to \$805,000
- Expenses increased from \$694,000 to \$800,000 -much of this was in salaries and wages (shown under Administration and Program costs)
- Net income \$5,000 compared to \$26,000 the year before
- Prince Edward County has approved support of \$70,000 for 2024 - \$50,000 towards operating costs and \$20,000 for equipment purchase. This amount is approved for 2025 and 2026 as well.

Motion: To approve the 2022/23 Financial Statements as presented. Moved: John Brett; Second: Dennis Fox; Carried.

Motion: To appoint Welch LLP as the auditors for the Fiscal Year ending August 2024. Moved: Dawn Wade, Second: Meghan Leduc. Carried

6. Questions

- Can we look at bringing back the Fitness Membership for people that just do classes. Meloni noted that this was a budgeting issue and PEFAC is open to discussion the possible return of this option
- Re membership suspension – a request that it not be necessary that the 5 month suspension is continuous. Meloni notes that this policy was changed recently and that the 5 months can occur at any time within the one year membership period, and that the suspension must only be a 1 month minimum
- Re private time in the weight room for those not comfortable working out with others – Meloni noted that demand is such that PEFAC could not accommodate this
- Request that we have 4 pool lanes open instead of 3 at some times of the day; Meloni noted we could look at the logistics and that it might be easier with the new booking system determine lane availability
- Re class capacity – is there any penalty for those who book but do not show up and don't bother cancelling
- Can we discourage people from using cell phones in weight room – difficult to do since people use them for music and workout plans
- Concern about being able to book at any time with new system rather than just when facility is open – with new program do not have an option re this.

Meeting adjourned at 1:00 pm