





PROSPECT ROAD RECREATION ASSOCIATION
ANNUAL GENERAL MEETING
NEW LIFE COMMUNITY CHURCH
1760 PROSPECT ROAD, HATCHET LAKE, NS AND BY ZOOM
MINUTES

1. Interim chair Sue Uteck chaired the meeting; interim secretary Sue Corbett was secretary for the meeting.
2. The chair declared a quorum present, and that all members present may vote.
3. The agenda was approved: moved by John Corbett, seconded by Vicki Brown, carried.
4. Approval of minutes from the special members' meeting of May 30, 2022, and from the last annual general meeting of June 19, 2019. Moved by Ritamae Schwartz, seconded by Janice Tate, carried.
5. Business arising from the minutes of the previous meetings – none.
6. Report of the interim chair. Sue Uteck gave her report details of which can be found in the business plan and budget for 2022-23 [see below].
7. Approval of financial statements for the years ended March 31, 2022, and 2021. The financial statements for the years ended March 31, 2022, and 2021 were circulated among the members present. Hamish Malkin, volunteer explained the statement of income and expenditures for the years ended March 31, 2022, and 2022; there were no questions or comments from the floor. He then explained the statement of financial position as of March 31, 2022, and 2021: there were no questions from the floor. Mike Szucs moved approval of the financial statements, seconded by Vicki Brown, carried. Hamish Malkin's comments are attached.



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8. Approval of business plan and budget for the year ending March 31, 2023. The business plan and budget were circulated among the members present. Discussion ensued regarding the narrative and the budget itself. It was noted by the chair that a further surplus of approximately \$203,000 was available to be spent subject to a second business plan and budget to be developed by the new board in consultation with the public. Barb Allen moved approval of the business plan and budget, seconded by Maureen Yeadon, carried.
9. Election of directors. Eleven names were proposed by the interim board and one name was nominated from the floor. Twelve directors being the maximum permitted under the by-laws, the following were acclaimed as directors for a two-year term: Jackie Buckland, Chris Buckley, Jonah Carrington, Matt Conrad, Sue Corbett, Rob Gilbert, Bruce Holland, Lynn Kazamel-Boudreau, Marina MacDonald, Angela McCarthy, Scott Peters, and Koumbie Traoré-Thomason.
10. New business – none.
11. Adjournment. Moved by Gwen Romanes. The meeting adjourned at 8:15.



PROSPECT ROAD RECREATION ASSOCIATION
ANNUAL GENERAL MEETING
PROSPECT ROAD COMMUNITY CENTRE
Wednesday June 28, 2023, 7:00pm

AGENDA

1. Declaration of a quorum.
2. Approval of agenda.
3. Approval of minutes from the previous annual general meeting held on June 29, 2022.
4. Business arising from the minutes of the previous meetings.
5. Report of the chair.
6. Approval of financial statements for the year ended March 31, 2023
7. Approval of business plan and budget for the year ending March 31, 2024
8. Election of directors



PROSPECT ROAD RECREATION ASSOCIATION
ANNUAL GENERAL MEETING
Report of the Chair

Board Membership

The PRRA Board began with 12 members in June 2022.

Matt Conrad (Vice Chair), Lynn Kazamel Boudreau (Treasurer), Bruce Holland (Secretary), Sue Corbett, Jackie Buckland, Chris Buckley, Angela McCarthy, Koumbie Traoré-Thomason, Hamish Malkim, Jonah Carrington, Rob Gilbert (Chair)

Currently we have 10 active members and will be looking for 2 new members this evening. Our bylaws state a maximum of 12 members. Based on the workload associated with the PRRA current and planned operations we believe that 12 members are required.



PROSPECT ROAD RECREATION ASSOCIATION
ANNUAL GENERAL MEETING
Report of the Chair

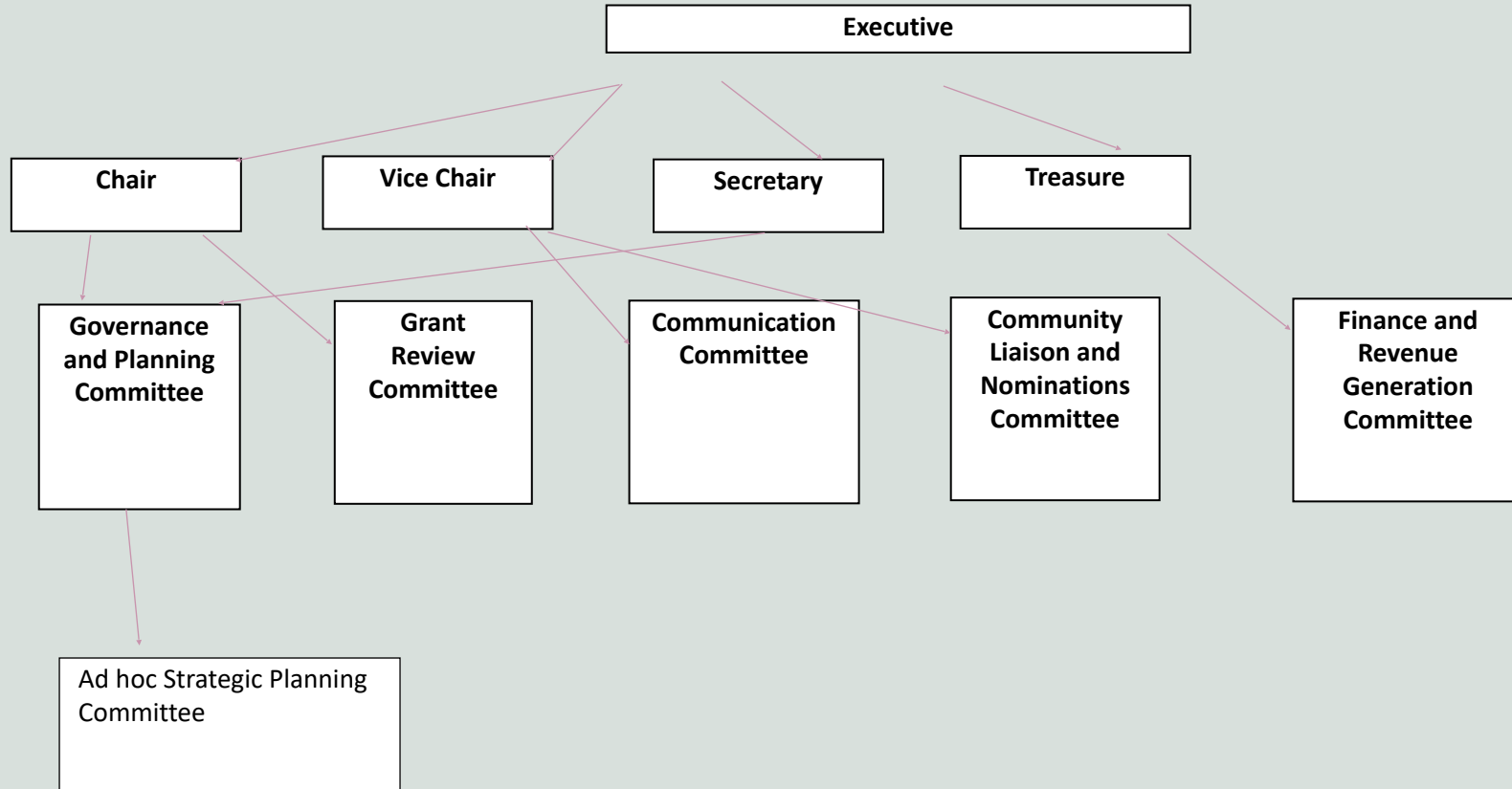
Governance Training

In February 2023 board members participated in governance training, led by Sara Allain. Topic explored included confidentiality, board responsibilities, organizational structure (committee structure) and a review of our current bylaws. A draft organizational structure including the development of committees and terms of references were developed and accepted by the board. In the coming year we will be exploring possible bylaw changes.



PRRA Board of Directors

PROSPECT ROAD RECREATION ASSOCIATION
ANNUAL GENERAL MEETING
Report of the Chair





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ANNUAL GENERAL MEETING
Report of the Chair

Community Engagement

Community Celebration: Joint event with the ROC in November 2022. This event aimed to introduce board members to the community and encourage and support applications for recreation and leisure project funding.

To gain a more holistic perspective of what our members feel would be the best use of Area Rate funds we are planning a public consultation process. The process is under development, and we hope to begin collecting data in early September. This will include discussions pertaining to the creation of a reserve fund.



PROSPECT ROAD RECREATION ASSOCIATION
ANNUAL GENERAL MEETING
Report of the Chair

Website Development and Contact List Development

A contact list was developed during the members meetings held in the Spring of 2023 and we have worked to expand this list the past year. This will serve as our main mode of reaching people when advertising upcoming PRRA funding opportunities, meetings, and events. Persons interested in being added to the email list can do so by emailing us at: info@prospectroadrec.ca

In October 2023, a local web development company was hired to build a Website for the PRRA. This site was developed to support transparency and keep our membership informed of upcoming opportunities. [Prospect Road Recreation Association](https://www.prospectroadrec.ca)



PROSPECT ROAD RECREATION ASSOCIATION
ANNUAL GENERAL MEETING
Report of the Chair

Major and COVID-19 Restart Funding Opportunities in 2022

Applications from two funding opportunities were reviewed and awarded in the calendar year 2022. Applications were approved at special members meetings held in June and December 2022. As you will see in our 2022-2023 unaudited Financial Statement, we funded 17 recreation and leisure projects/events (11 unique groups) in 2022, totalling \$110,190.00.



PROSPECT ROAD RECREATION ASSOCIATION
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Report of the Chair

Spring 2023 Major Funding Opportunity

In February 2023 we announced a major funding opportunity for requests up to \$10,000.00. We are pleased to note that 20 applications met the PRRA funding criteria and have been funded totalling \$132,822.00. Because these funds were distributed after March 31st, 2023, they will be reflected in our 2023-2024 Business Plan and Budget and will appear in our 2023-2024 Financial Statement. There is still a significant amount of money to be distributed so we will consider a Fall 2023 funding opportunity.

Summary: Since our last AGM, the PRRA has provided funding for **37** recreation and leisure projects to **20** unique groups and totalling **\$243,012.00**.



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Report of the Chair

Proposed Reserve Fund

Consultation and development to begin in September 2023. Money to support unique opportunities and to support in-kind needs and emergency support.

\$50,000.00



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