

LAUNCH PAD YATC BOARD OF DIRECTORS

February 17th 2022 | 5:30 pm – 7:00 pm – **Virtual**



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**AGENDA – Thursday February 17<sup>th</sup> 2022**

- 1. Disclosure of Pecuniary Interest**
- 2. Approval of the Agenda**
- 3. Approval of Previous Board Meeting Minutes – January 20<sup>th</sup> 2022**
- 4. Business Arising from Previous Minutes**
- 5. Acceptance of Board Member Resignation, Sharon Kerr**
- 6. Financial Update –**
  - January Month Ends & Grant Application Update**
- 7. Strategic Plan Review & Executive Director Report**
- 8. HIPP Apprenticeship Update**
- 9. Neptune Scoops Update**
- 10. Launch Pad Expansion Proposal**
- 11. Next Meeting Date & Time**
- 12. Adjournment –**

**KEY UPCOMING DATES**

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**February 17<sup>th</sup> 2022 MEETING MINUTES**

**DIRECTORS PRESENT** Michelle Eccles | Angela Wainscott | Pierre Valley |  
Councillor Selwyn Hicks

**STAFF PRESENT** Emily Morrison |

**OTHERS PRESENT** April Marshall |

**REGRETS** Adam Olivero | Sharon Kerr

**AGENDA**

1. Disclosure of Pecuniary Interest

Nil.

2. Approval of the Agenda

**Motion to Approve the Agenda.**

MOVED BY Pierre Valley | SECONDED BY Selwyn Hicks

CARRIED.

3. Approval of Previous Minutes – January 20<sup>th</sup>, 2022

**Motion to Approve Minutes as presented.**

MOVED BY Angela Wainscott | SECONDED BY Pierre Valley

CARRIED.

4. Business Arising From Previous Minutes

Nil.

5. Acceptance of Board Member Resignation, Sharon Kerr

**Motion to Approve Minutes as presented.**

MOVED BY Angela Wainscott | SECONDED BY Pierre Valley

CARRIED



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6. Financial Update

- January Month Ends & Grant Application Review / Update

Update on various grant application statuses.

7. Strategic Plan Review & Executive Director Report

Emily presented a new layout for the Executive Director Report. The strategic plan has been uploaded to an excel spreadsheet that all staff can contribute to and report on each month to the Board of Directors. Utilizing Excel we can add new columns each month to see the progress on each action item. Utilizing the Strategic Plan as a basis of reporting ensures that we are using the Strategic Plan every day, maintaining its relevance. The Board approved the format of reporting and was looking forward to its future use.

8. HIPP Apprenticeship Update

The new logo is set to be unveiled February 22<sup>nd</sup> at Council. The paper confirmed our press release submission and it will be in the paper that same week.

Launch Pad & HIPP Apprenticeship Open House scheduled for Tuesday, Wednesday, Thursday 10AM-2PM March 15<sup>th</sup>, 16<sup>th</sup>, & 17<sup>th</sup>.

9. Neptune Scoops Update

Emily has reached out another local non-profit to see if they would be interested in selling their 20 ft x 8 ft food trailer that they are no longer using. The purchase price of the trailer would be less than one months' rent of last year's season. With the donation from the Town of Hanover of the truck, this trailer (in contrast to the food truck of summer 2021) is now a viable opportunity. While the initial purchase price would be cheap, Emily informed the Board that we would need to purchase two more chest freezers to hold the ice cream and upgrade the water systems. The Board advised Emily to get the trailer looked at by a professional to ensure the frame it sits on is strong and see if the roof leaks which was a problem in the beginning of last season.

Emily will continue to investigate and report back at next meeting.

10. Launch Pad Potential Expansion Proposal

Emily informed the group that over the last month, a third community had reached out to discuss the concept of a Launch Pad being established in their community. After seeing that the grant funding call did not support the expenses the build a Launch Pad, they have postponed their inquiry til 2023. In the meantime, with all the current and potential inquiries, a dedicated group of board members has been formed to further discuss the concept of a Launch Pad expansion. The Board of Directors would like to see an initial buy in for any new location using the name and logo plus an ongoing monthly fee for future collaboration, similar to a franchise model. Thus, this dedicated group of members will discuss what buy-in dollar value is and what that gets the purchasing community, and what the monthly contribution is, and the value for that monthly contribution.

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11. Next Meeting Date & Time - March 30<sup>th</sup> 2022

12. Adjournment - 7:05 PM

Moved By – Pierre Valley