

Launch Pad Regular Board Meeting
Date: Tuesday Mar 21, 2023

MEETING ATTENDEES BOARD			
Adam Olivero - Chair	✓	April Marshall - Town Rep.	✓
Pierre Valley - Vice Chair	✓	Susan Sakal - Councillor Rep	✓
Michelle Eccles	✓	Rachel Taylor	
Brandon Keobel - Councillor Rep.	✓	Angela Wainscott - Recording Secretary	✓
MEETING ATTENDEES STAFF			
Daniel Casadio	✓	Nicholas Manglal-lan	✓
Ashley Hoy	✓	Josh Weidner	✓
Jorga Lardy	✓		

[Rachel Taylor](#) sent her regrets.

Call to Order	<p>Adam Olivero called the meeting to order at 5:40 PM</p> <p>Round table introductions of the staff and board.</p>
Disclosure of Pecuniary/Other Interest	- Nil.
Approval of the Agenda	<p>Motion 1 Made by Michelle Eccles seconded by Pierre Valley that the agenda be approved.</p>
Mission, Vision & Values	MVV were reviewed
Presentation to Town of Hanover Council Overview	<p>April provided an overview of her presentation to council:</p> <p>-Financial situation is currently overshadowing the great successes of</p>

	<p>Launch Pad</p> <ul style="list-style-type: none"> - Current Town investment sits at \$1 M. - With community funds being used, there is increased pressure on the Town to ensure Launch Pad is sustainable and self-sufficient - Town is supportive of continued support to Launch Pad in the amount of \$100,000 annually pending the ability of Launch Pad to succeed. - Feasibility is of greatest concern. In order to gain full town support, we need to ensure sustainability - There are so many opportunities for support available to Launch Pad yet to be harnessed - Concerns brought forward included duplication of services with changes brought forward by the Ministry of Education requiring trades programming for all students.
<p>Approved Support from the Town of Hanover</p>	<ul style="list-style-type: none"> - Town Office will support Launch Pad with developing an appropriate budget for the 2023 fiscal year. - Town to appoint additional Town Council Representative to serve on the Launch Pad Board of Directors - Town Office will support Launch Pad in managing monthly bookkeeping - Confirmed support for the development of a new business plan for Launch Pad
<p><u>Brainstorming Session</u> Considerations:</p> <p>Discussion Items:</p> <ul style="list-style-type: none"> A. Appreciation of staff support B. Overview of current Financial Position C. Changes needed with current Launch Pad Operations D. Suggestions for revenue generation/cost cutting initiatives 	<ul style="list-style-type: none"> - There is a missing link between Launch Pad and the school Boards and a need to increase the partnership. - Pause drop ins for the time being - There is a large draw on staff time with drop-ins and there is a duplication of services with “The Deck” open Tuesdays and Thursdays - Continue with Drop-Ins - is there an ability to tie sponsorships to specific sessions ie. resume writing. - Potential to reduce the weeks necessary for drop in classes. Ie. 8 weeks may not be needed for specific

- E. Current considerations under review by the board
- F. Town of Hanover Support
- G. Utilization of existing supports (HIPP)

- programming
- The podcast room is being rented out
- There is the potential to increase kitchen rentals
- Field trips have already been limited to Tuesdays and Thursdays for the remainder of the year.
- Welding for field trips has been paused because the cost of an instructor is too high.
- Changes to be made to the website including Field trip booking, space rentals, bequests, adding website pricing, promoting kitchen certification, promote liquor license for rentals
- Increase volunteer pool through Probus Group Newsletter, HDH Foundation Newsletter, Wightman Telecom, Newspaper
- Option to offer electrical and/or plumbing as an additional program
- Increased need for volunteer appreciation to combat burnout
- Additional presentations to Lions Club, Rotary Club, etc. currently booked
- Take advantage of existing resources IE. Utilizing existing relationship with HIPP Apprentice Project Coordinator to connect with volunteers
- Health and Safety concerns need to be alleviated
- The Podcast already has a Sponsorship from OYAP for \$1700. Option to continue the podcast until the sponsorship times out - estimated four more podcasts.
- Need for increased efficiencies in the Launch Pad Processes
- Option for High School aged kids to run Discovery Camps during the course of the summer.
- Option to run explore camps 4 days per week
- Cost cutting with foods and business supplies

ACTION: Ashley to reach out to local kitchens (church, service clubs, etc) to see comparable rates to set up a booking system.

ACTION: Ashley and Nicholas to develop a rates and fees list to be sent back to the board for approval for Tuesday March 28th, 2023

ACTION: Joshua to collaborate with OSIM for website changes noted above.

ACTION: Ashley to connect with Town of Hanover to ensure that High School Students are trained alongside the Parks and Rec. students.

ACTION: Adam and Nick to develop statement surrounding Neptune Scoops closure for summer (I.e. Our Astronauts are taking a trip around the sun and will be back with new discoveries in the new year?)

ACTION: Adam and Nick to develop a letter regarding Drop-In paused with the clear understanding that After School Programs, Field Trips, etc, will still continue. Adam will ensure that the letter brings the focus back to the mission and the reason behind the change to focus on our growth.

ACTION: Josh to reach out to The Deck, local Churches, etc. to see what is available to include in the letter as options for youth.

ACTION: Ashley to send tablecloth requirements to Angela to bring for volunteer appreciation dinner

ACTION: Nicholas and Team to review scheduling structure and program delivery for possible efficiencies.

ACTION: Staff to connect to review schedule and help needed

MOTION Made By **Angela Wainscott**
Seconded By **Susan Sakal** to pause drop ins

	effective March 31, 2023
Other Business	NIL
Adjournment	MOTION 9: Made By Michelle Eccles that the meeting be adjourned at 8:46 PM

Adam Olivero - Board Chair

Nicholas Manglal-Ian - Executive Director