



# Agenda & Meeting Minutes

**Location:** Monday, October 17, 2022

**Time:** 6pm

**Attendees:** Julie, Kendra, Erin, Grace, Briana, Louse, Amanda, Nicole,

**Regrets:** Leigh, Susan

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1. **Call to Order at 6:00**
2. **Approval of September's minutes** – Moved by <Amanda>. Seconded by <Kendra>.
3. **Approval of agenda** – Moved by <Kendra>. Seconded by <Nicole>.
4. **Working Business**

**New board member welcome - Grace**

**Finance updates -**

- Improving. All records are now on site.
- New eyes for the bank account - without book keeper or treasurer, we need more eyes on our bank account for accountability - Amanda will take this on.
- Bookkeeping for HST - HST not filed since 2010. Now that we have the books, on site we should get this done, likely by a professional. We stand to recover thousands. Should contact CRA to determine what the process is. This brought up the question of do we need to collect HST - may need clarification on that as well. Amanda will call CRA to ask these questions and report back next meeting. Also, we will gather quotes for HST work and circle back when we have an idea of how much we need to approve.

**Events**

- Dec 3 dance at the Mahone Bay Centre - alcohol with 2 drink tickets with option to buy more. License is 67 dollars and takes 2 days to apply. Board members liked the idea of having punch for everyone, but having the option to add alcohol. Estimate of less than 100 for wholesale purchase. Suggestion of using Eventbrite to sell tickets and gather info regarding food preferences and allergies - estimate of 30 dollars per ticket - early bird pricing, bumping up to 35? Formal dress encouraged. Need many volunteers - set up, tend bar, decorate and un-decorate, kitchen clean up and dishes, etc. We can offer free entry in exchange for volunteer time. Conversation led to the decision to not include drink tickets in that ticket price. Suggestion to find someone with safe serve training to help with monitoring serving and consumption. A list of tasks will be sent out via email, and we will determine a budget. Discussion around how to market it to ALL people. Need solution for storing donated items and maximizing decoration usage.

**Collaboration with Petite Pride**

Kate contacted Julie re a collaboration for events in the summer. All board members in agreement.

**Workshops and Education**

We don't have any grants for education. potential for fundraising, grants, or offering training services to businesses for a fee.

Potential for collaboration with Venus Envy, etc.

Potential for craft night with possible emphasis on creating packers and breast forms. - Amanda

Julie - Now that Covid is "whatever covid is doing", we have the option of holding events at the Centre.

Kendra - update re Coming Out Late meeting. 6 in attendance. They want regular meetings.

5. Setting next meeting date.
6. Motion to adjourn – Adjourned.

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Signed by Chair & Secretary

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Typed by: Erin