

St Raphael's Ruins

05/09/23

Attendees:

- Ed, Ian , Diana , Bernie , Louise ,Leona ,
Andrea,Wanda
- Absent Krista

Call to Order ,Welcome

Opening Prayer/ Diana

Minutes from last meeting read / accepted

Financial Report

Krista had prepared and sent out to board members in advance of the meeting project report from Keith Kennedy Historical Masonry , Golf Tournament summary and Bank Balances as of September 4 th 2023
In her absence Ed stepped down as chair for this portion of the meeting and subbed for Krista.

A very detailed report by Keith Kennedy was gone over by Ed and Ian outlining materials , man hours and where cost overruns occurred

Golf Financial Report detailing outstanding hole sponsor BMO, Glengarry News Thank You Ad estimated at \$425 still to be paid , all tax receipts mailed

Bank Balance as of September 4 th 2023 Desjardins \$3246.95 : BMO \$8902.72 . \$10.000 had been transferred as per board approval into this account for expenses. Hydro , porta potty rental and sheet metal repair / hydraulic lift estimated costs / pending final bills
Ed pointed out the Investment Committee schedule a meeting with new Manulife advisor for early October to discuss our portfolio and update signing authorization
Ed moved for reports to be accepted
2nd by Louise , all in favor

Old Business

- Curator, Louise distributed a letter she received on the process and reasons one would / would not receive a summer student grant . She felt we qualified with in the guidelines and actioned the board to meet with local MPP and present our case for next year . Bernie / Ian agreed to look into this
- Preservation status was updated by Bernie / Ian going over cost overruns as per financial report and work remaining on the flashing . Motion to approve \$3000 pending estimate to complete this work, moved by Ian , 2nd Bernie all in favor
- It was clarified that work on Monument is deferred pending Heritage approval .
- Bernie reported that order for benches had been cancelled due to delivery issues / cost and he suggested instead cutting large piece of granite he could buy for toppers estimating total cost under

\$2000. Motion to approve this project Bernie , 2nd by Ian . All in favor

- Discussion as to cost and type of railings needed at Ruins entrance interior as per building code . Bernie to look into getting 2 quotes for next meeting 2024 project
- Weddings/ Photo Shoots , Diana reported on 15 wedding's and a May rental for 4 hours \$1000.Books sold were 107 at \$5.00 each . Donations \$2577.51.Photo shoots were 6 . There are 7 wedding reservations for 2024 and she has had 3 inquiries for 2025.
- Contracts/ Tax Receipts :as per the federal policy guidelines outlined that no tax receipts should be given for rental of Ruins weddings
- Golf Tournament, there were 128 golfers . Total Income \$24, 555. Expenses \$12,943.58 , Net Profit \$11,611.42 . Andrea requested that we get a sign printed for David Anderson Betting Hole . She asked for thoughts on toning down gift bags / prizes. Ed noted that tournament fee would have to increase next year as golf course fees increase . He will reserve date for 2024 . Bernie was pleased with catering and has reserved them for 2024.
- Andrea moved to get historical history of Ruins project under way. Ron Lajoie and Allan Joseph have agreed to consult . Long term board members with knowledge of the struggles and hard work that

it has taken will meet end of September with Andrea and advisers to discuss how to move forward.

New Business

SD&G Counties Hwy Signs renewal

4 signs / 4 years cost with tax \$1525.50 . Motion by Ed to approve expenditure 2 nd by Diana, all in favor

2024 Tourism Visitors Guide, motion to approve 1/2 page add cost \$800 , 2nd by Leona , all in favor

Ed asked for input due to board vacancy as to whether we needed to fill seat this fall or wait till AGM . Group concensus was to wait till AGM.

Rental / Use of Ruins ; it is time that we have a set of clear cut guidelines / policy that the public can read and see if their event qualifies to be held in Ruins and if so the expectations, cost etc spelled out in contract . Louise brought to our attention that we are subject to complete a review of our bylaws / articles for ONCA by October 18 th 2024 and will need a lawyer to sign of . Ed asked Bernie to contact Shawn Adam's to see if he could help us in this area or provide a suggestion as to who to contact . Board were in agreement that we needed legal counsel in these matters.

Independent

Internal Audit needs to be done this Spring .

Possible names suggested Sue DeCoste , George MacDonell

Krista will be sending out e mail tax receipts next year

Pay Pal concerns need to be addressed next meeting

Next Meeting. Tuesday October 17th. 7 pm parish hall

Meeting Ajourned

