

OPERATIONS MEETING

February 14, 2019

Huestis Residence

1:00 – 3:00 p.m.

Attendees: Doreen Huestis, Laura von Zittwitz (Facetime), Angela Jeffery and Sandra MacKinnon

1. Site Director's Report

Angie reported that she purchased a second-hand computer for the Homestead. She is very pleased with the increased speed and upgrades.

Cash Flow - Angie reviewed cash flow estimates for Feb 12/19 to May 2019. When the balance of the core funding is received the expect balance will be approximately \$7,314. \$190 needs to be added to expenses to cover the 10% we are to contribute for the CMA grant.

Doreen reported that the \$1,600 donated by Ian Robinson has been removed from the general revenue and put into a savings account for "directed donations".

The Committee thanked Angie for preparing a breakdown of the Homestead income from last season. It was interesting to review the numbers to see what areas were the most profitable. We discussed the café opening daily and concluded that it is impossible to determine in advance the daily interest in lunch. The Ireland Meets Scotland show will not be on at Orwell Corner this summer. Agreed that the Corner should be approached to ask if we can continue with the Friday evening arrangements. Provide the new show with information on the dinner and carriage ride so they may better promote the package.

Due to the Sunday Brunch and the Speaker Series both being popular (putting stress on the kitchen), it was suggested that we should test other times for a couple of the Speaker Series this summer.

The lack of signage for the Homestead Café was discussed – many people who arrive on the Homestead grounds are unaware that there is a café. Committee is recommending that Peter Noel be asked to prepare a sign post that would draw attention to the café, arboretum, walking trail, etc. Three days maximum for preparing the sign and days would be credited to his summer hours. As well, an open sign/flag was discussed.

2. 2019 Programming

Angie prepared a draft for the 2019 programming. New ideas suggested included more music events and Art in the Park. The Committee will discuss these in more detail during the next meeting.

Programming ideas included:

- Mother's Day Lobster Brunch
- Father's Day Steak Dinner
- Workshop/session on medicinal herbs (possible presenter Margie Loo) - *Sandra to contact*
- Ideas for the Speaker Series Topics discussed during last meeting – *Sandra has been following up on some of the contacts suggested.*
- Celebration of the Acquisition of the Lindsay property as part of the AGM

3. Exhibit Planning

- Angie and Simon have had several meetings to discuss updating the exhibits in the library. Simon will have more information at the board meeting.