



Madawaska Club at Go Home Bay

# Options for the Caretaker's Site Task Force

## Report Framework

March, 2018

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### Introduction

The Board of Directors of the Madawaska Club at Go Home Bay has asked Stoney McCart and Susan Pigott, working with its Property Manager David Cape, to lead a process to engage a broad range of interested community members in developing potential options for the community-owned property known as the “Caretakers Site.”

Under their leadership, the Board will consult broadly with community members about possible long-term uses for the site and identify the capital and operational costs associated with them. This range of options and the ensuing costs/revenues will be presented to the full membership, between May and August 2020 . At this time, the options related to selling and renting the property will also be discussed. The framework for the final report to be presented to the community in 2020 is outlined in this document.

While this work is going on, it is proposed that we find ways to pilot various community activities on the site in the summers of 2018 and 2019 . We will also identify potential off-season uses for the site and pilot these.

## Framework for Report to Board of Directors

### 1. Introduction

Introduction goes here re process, brief history, description of property and its role in community, purpose of Report and Plan.

### 2. Background and Process

Background provides context, how options were developed.

### 3. Property Description

- a. Land Description (existing site plan)
- b. As-is Land Expenses
- c. Buildings Descriptions
- d. As-is Building Expenses (maintenance, safety etc.)

### 4. Pilot Program/s Summer 2018 (repeat as necessary for each idea)

- a. Description ( activities, duration, type of use, etc.)
- b. Target Audience: demographics, numbers
- c. References, expertise of program deliverers
- d. Expenses (capital if required, operating)
- e. Revenue (capital if required, operating)
- f. Insurance requirements
- g. Associated Partners if relevant
- h. Risks, risk mitigations
- i. Pros, cons discussion
- j. Recommendations

## 5. Rental Options (Summer, Fall, Winter, Spring)

- a. Description
- b. Target Audience: demographics, numbers
- c. References, expertise of program deliverers
- d. Expenses (capital if required, operating)
- e. Revenue (capital if required, operating)
- f. Insurance requirements
- g. Associated Partners if relevant
- h. Risks, risk mitigations
- i. Pros, cons discussion
- j. Recommendations

## 6. Fall Program Options (repeat as necessary for each idea)

- a. Description
- b. Target Audience: demographics, numbers
- c. References, expertise of program deliverers
- d. Expenses (capital if required, operating)
- e. Revenue (capital if required, operating)
- f. Insurance requirements
- g. Associated Partners if relevant
- h. Risks, risk mitigations
- i. Pros, cons discussion
- j. Recommendations

## 7. Winter Program Options (repeat as necessary for each idea)

- a. Description
- b. Target Audience: demographics, numbers
- c. References, expertise of program deliverers
- d. Expenses (capital if required, operating)
- e. Revenue (capital if required, operating)
- f. Insurance requirements
- g. Associated Partners if relevant
- h. Risks, risk mitigations
- i. Pros, cons discussion
- j. Recommendations

## 8. Spring Program Options (repeat as necessary for each idea)

- a. Description
- b. Target Audience: demographics, numbers
- c. References, expertise of program deliverers
- d. Expenses (capital if required, operating)
- e. Revenue (capital if required, operating)
- f. Insurance requirements
- g. Associated Partners if relevant
- h. Risks, risk mitigations
- i. Pros, cons discussion
- j. Recommendations

## 9. Summer 2019 Pilot Options (repeat as necessary for each idea)

- a. Description
- b. Target Audience: demographics, numbers
- c. References, expertise of program deliverers
- d. Expenses (capital if required, operating)
- e. Revenue (capital if required, operating)
- f. Insurance requirements
- g. Associated Partners if relevant
- h. Risks, risk mitigations
- i. Pros, cons discussion
- j. Recommendations

## 10. Sales Options

- a. Description of Property
- b. Severance Options
- c. Valuations of Property Parcels
- Estimates to insert here.**
- d. Costs related to sales/severance options
- e. Discussion

## 11. Conservation Options

- a. Description of Property related to Environment/Conservation
- b. Types of conservation options
- c. Costs related to options
- d. Monetary benefits related to options
- e. Discussion

## 12. Evaluation Report on Pilots

Evaluation of success, drawbacks, sustainability of pilots.

## 13. Summary of Options

Options and choices summarized in easy to absorb chart or format.