



BRACEBRIDGE AGRICULTURAL SOCIETY
Board of Directors Meeting
Minutes
April 13, 2017

The Bracebridge Agricultural Society met for their Board of Directors meeting on April 13, 2017 in the Knox Presbyterian Church, Bracebridge. The meeting was called to order at 7:05pm by President Dave Nichols.

In Attendance: Heather Hurren, Bill McBride, Dave Nichols, Lynda Nicholson, Arla Rebman, Carole Ruttan, Paul Sisson, Heather Stevens, John Wilson, Lynn Wilson
Absent/Excused: Michael Barnes, Josh Campbell, Jennifer Glover, Thelma Marrin, Sheila Stratton, Donna Wallace
Guests: Jerry Fox, Steve Harper, Kathleen Raeburn
Secretary/Treasurer Pat Munroe confirmed there was a quorum with 10 of the 16 Directors present.

Additions to the Agenda

None.

Approval of Minutes

The Minutes of the Board of Directors Meeting of March 9, 2017 had previously been distributed.

Motion 1: To accept the Minutes of the Board of Directors Meeting of March 9, 2017.
Moved by Lynn Wilson, seconded by John Wilson. M.C. (37-04-17)

E-Mail Motion

Secretary Pat Munroe reviewed the e-mail motion of March 14, 2017 for recording into the Minutes.

E-Mail Motion 1/17: Moved by Michael Barnes to increase the number of categories in the ART classes 31 A&B for a total payout of \$385.
Motion had been carried with votes of Yea - 13, Nay - 2. Vote by President Dave Nichols was not required.

Correspondence

Outgoing –

1. Directors & Chairpersons – request for recap of volunteer hours for January - March.

Incoming –

1. Ruth McLennan – receipt of newspaper clipping writeup on our 100th anniversary fair.
2. Value Propane – notice of Ontario Government Cap & Trade system. Pat Munroe reviewed the impact on our utility bill.
3. Animal Traceability – Pat Munroe reviewed the notice of the introduction of Canada's traceability program to be applicable to all livestock in the coming years, and the impact on the fair. Some discussion ensued. Further information will be advised as it becomes available.
4. Avian Influenza - Pat Munroe reviewed the report of the avian flu in Tennessee, but to date no reports of it appearing in Ontario.

Treasurer's Report

Cash Flow Statement – Pat Munroe presented the Cash Flow Statement for the month of March, 2017, highlighting key revenues and expenses.

Mechanical Bull – Pat Munroe advised that she has not received response from Party Tyme Treats regarding the liability insurance waivers and certificates. Pat had refused to sign their existing waiver clauses / forms, requesting some changes. She also had requested a Certificate of Insurance from them as proof of their coverage of us. Upon receipt, Pat would send deposit to confirm the ride attraction. Correspondence received from Party Tyme Treats back in February indicated they had no problems with our requests, but repeated follow-up messages have gone unanswered. Pat has consulted with our own insurance providers, who are not in favour of mechanical bull rides.

Motion 2: To cancel the mechanical bull ride attraction.

Moved by Arla Rebman, seconded by Carole Ruttan. M.C. (38-04-17)

Advertising Funds – Pat Munroe advised that there are currently 12 advertisers representing \$464 outstanding unpaid invoices. Pat was aware of a couple expected to come in over the next week. After that, she will ask contact people to follow-up on any that remain unpaid.

Outgoing Donation – Pat Munroe advised this meeting was the last for the season to be held at the Knox Presbyterian Church and that we would be moving back to the Exhibit Hall at the fairgrounds next month. She advised that in past years we have typically made a donation to the church for the use of their premises over the winter months. She noted that we did not use Community Living premises this year, and reviewed the amounts donated in past years. Dave Nichols advised the usual rental fee amounts charged by the church.

Motion 3: To donate \$300 to the Knox Presbyterian Church.

Moved by Lynda Nicholson, seconded by Lynn Wilson.

Amended Motion 3: To donate \$200 to the Knox Presbyterian Church.

Moved by Lynda Nicholson, seconded by Lynn Wilson. M.C. (39-04-17)

Grants – Pat Munroe advised that she has submitted 3 grant applications on behalf of the Society. We have received \$3,444 from OMAFRA. We just received word that we will receive the full \$5,000 from the Town for the Tourism Event Grant. There are conditions that apply, and Pat asked President Dave Nichols to assign someone to oversee and manage the process. Pat advised that we will hear about the application from the Rick Hansen Foundation Access4All accessibility grant after May 31st. She advised that we applied for \$10,000 to be used for a variety of accessibility enhancements. She cautioned that we cannot spend proposed grant funds until approval has been received.

Motion 4: To accept the Treasurer's Report.

Moved by Lynn Wilson, seconded by Heather Stevens. M.C. (40-04-17)

Pricing Review

150th Special Awards – Carole Ruttan advised that she does not want the 150th special award to apply to the Horse Fun & Games.

Motion 5: To eliminate the 150th special award prize and plaque intended for the Horse Fun & Games.

Moved by Carole Ruttan, seconded by Lynn Wilson. M.C. (41-04-17)

Sponsor Banners – Carole Ruttan suggested that sponsors who didn't commit in time to get their name in the prize book be allowed to have a banner hung on the horse ring rails and bleachers. Banners would need to meet the specifications of being plastic, be 3' wide x 2' high, and accompanied by a minimum \$25 sponsorship. Carole Ruttan will oversee their placement.

Motion 6: To allow sponsors to hang 3' x 2' banners at the horse ring and bleachers for a minimum \$25 sponsorship.

Moved by Carole Ruttan, seconded by Lynn Wilson. M.C. (42-04-17)

Travel Expenses - Pat Munroe advised the current rate for mileage paid while travelling on Society business is \$0.50/km which is more than the approved standard paid by OAAS of \$0.40/km. She recommended the amount be reviewed for revision or re-approval.

Motion 7: To reduce the mileage allowance paid while travelling on Society business to \$0.40/km.

Moved by Lynda Nicholson, seconded by Arla Rebman. M.C. (43-04-17)

Constitution

On behalf of Committee chairperson Lynda Nicholson, Pat Munroe walked through the amendments to the Constitution section-by-section, as proposed by the Constitution Committee, explaining the rationale behind the amendments as required.

Motion 8: To revise the amendment of numbers of Directors from twelve (12) to fifteen (15).

Moved by Bill McBride, seconded by Arla Rebman. M.C. Yea – 5, Nay – 3 (44-04-17)

Motion 9: To approve the proposed Constitution, as revised, for acceptance by the general membership at the January 2018 Annual General Meeting.

Moved by Lynda Nicholson, seconded by Bill McBride. M.C. (45-04-17)

Pat Munroe advised that Notice of Motion and copies of current and amended constitutions will be going out with the members' prize books mailing next week.

Code of Conduct

Carole Ruttan requested that the new code of conduct for Directors and Chairpersons be put into effect immediately for this year. It could always be revised for future years, if necessary.

Motion 10: That all Directors and Chairpersons be bound by the Code of Conduct immediately.

Moved by Carole Ruttan, seconded by Lynda Nicholson. M.C. (46-04-17)

Pat Munroe will distribute copies to all Directors and Chairpersons for their review and signature.

Easter Egg Hunt

Last minute arrangements were finalized for tomorrow's Easter egg hunt.

District #11 Spring Meeting

Pat Munroe reminded delegates of the upcoming District #11 Spring meeting – Magnetawan, April 22, 2017. She advised that travel expenses would be paid for 1 car only for the 3 attending delegates. Both Lynn Wilson and Pat Munroe would be travelling in their capacities as District and Provincial representatives, and therefore not entitled to Society reimbursement.

Pat Munroe advised that she would take a silent auction item.

150th Canada Day Celebrations

Lynda Nicholson read out Sheila Stratton's report from her meetings as our delegate on the Town's Canada Day Celebrations Committee. Our booth location will be down near the Chambers office. The street will be closing by 9:00am, and the festivities are scheduled to begin at 12:00 noon. It is thought that our location will still allow us to get Maple the Cow in and out. Sheila questioned if Maple comes with her own tent. Pat Munroe reminded Lynn Wilson that she was to confirm times and ensure contract was received.

Sheila has arranged for Cheryl Stratton's wool spinning, poster boards, beans and brochures. Arla wondered if there was interest in her History of Dairy Industry in Muskoka material.

Sheila is requesting volunteers submit their names and preferred hours to man the booth to her so that she can prepare a schedule.

150th Commemorative Booklet

Arla Rebman reviewed the pricing quotes from Smellies for her 150th fall fair commemorative booklet. She recommended the booklet have a red cover, and be titled for the 150th fall fair versus 150 years of the Society.

Motion 11: That we have 100 booklets printed at a cost of \$2.84/booklet, to be sold to the public at \$5.00/booklet.

Moved by Arla Rebman, seconded by Lynda Nicholson. M.C. (47-04-17)

Pat Munroe noted that this expense qualified for coverage under the Town's Event Tourism grant specifications.

Banners/Flags

Lynn Wilson reported that a 10' x 12" banner for across the front of the Canada Day booth tent would cost about \$100. She wondered about it specifying the 150th fall fair, thereby limiting its use to only one year. No decision was reached.

Lynn Wilson is waiting on a quote for the street light banners and will have for the next meeting.

New Shirts

Lynn Wilson reviewed the design for shirts and jackets for Directors, proposing red polo shirts for inside workers and jackets for outside workers. At \$25/shirt and \$55/jacket, Pat Munroe compared the cost to the usual practice of purchasing shirts at \$26/ shirt for any new Directors, indicating that we have 2 new Directors this year.

Post-Meeting: Correction should be noted that we have 3 new Directors this year (Paul Sisson, Bill McBride, Josh Campbell).

Some Directors reported that they don't wear the shirts already provided, and wondered whether we would go with wearing the clothing of our choice, but with a red & white theme.

Discussion / decision was tabled.

Beer Garden

Dave Nichols provided an update on the investigation into a beer garden. He outlined the arrangements and revenue potential with 2 possible providers – Griffin Pub and Pasta Tree. He indicated that he wanted further discussions with Pasta Tree.

The discussion circled back around to whether or not we even wanted to have a beer garden after all, especially in light of potential safety and liability risks.

Motion 12: To cancel further investigations and not proceed with a beer garden.

Moved by John Wilson, seconded by Lynda Nicholson. M.C. (48-04-17)

Other New Business

Highland Games – John Wilson reported that the original providers of the Highland Games were not available, and that he was investigating a possible secondary provider. Dave Nichols questioned the arrangement for parking assistance, and John felt he had that covered with a ball team. Pat Munroe questioned the approved \$1,000 travel expenses suggesting that we shouldn't offer that to a more local secondary provider.

Archery Demonstration – Lynn Wilson has not heard from the archery people, and was instructed to follow-up.

Pat Munroe reminded us that arrangements for attractions need to be confirmed for next meeting to allow sufficient time for preparation and printing of the flyer which will be handed out at our Canada Day booth.

Propane – Jerry Fox related the difficulties he had getting the gas flowing again after the tank went dry this winter. He had been away when a letter had come in advising of non-delivery of propane by our supplier due to issues with the weather and accessibility to the tank. Jerry advised that the hall thermostats had not been turned off for the winter. Dave Nichols advised that we might need to make arrangement for better winter plowing, and possibly look for a new supplier. He questioned if our current supplier advertises in our book. Pat Munroe confirmed that while Bracebridge Propane does advertise, Value Propane does not.

Entertainment – Kathleen Raeburn advised that all of the entertainment for this year is confirmed. Northern Lights Steel Band still wish to come view the hall.

Adjournment

With no further business presented, Dave Nichols brought the meeting to a close at 9:35pm.

Secretary

President

Next Meeting:

Board of Directors meeting
7:00pm, May 11, 2017
*** Exhibit Hall, fairgrounds ***