



BRACEBRIDGE AGRICULTURAL SOCIETY
Board of Directors Meeting
Minutes
February 8, 2018

Discussion Prior to Meeting: Provision of Naxolone (the fentanyl antidote)

Post Meeting: Pat Munroe has contacted the Town's Festivals Network chairperson for direction to the right individual(s) to begin having a conversation with them about the availability, or the provision, of Epipens and Naxolone (the fentanyl antidote) at community recreational areas and/or festivals. The current availability of a defibrillator was noted. Our understanding of Ontario's Good Samaritan Act was noted. Discussion with the appropriate experts about the Do's and Dont's before moving forward is desired.

Post Post Meeting: Pat Munroe has chatted with an EMT who has offered to come speak at a future meeting.

The Bracebridge Agricultural Society met for their Board of Directors meeting on February 8, 2018 in the Knox Presbyterian Church, Bracebridge. The meeting was called to order at 7:03pm by President Dave Nichols.

In Attendance: Josh Campbell, Ben Carter, Heather Hurren, Dave Nichols, Carole Ruttan, Heather Stevens, Sheila Stratton, Miranda Turnbull, Donna Wallace, Lynn Wilson

Absent/Excused: Jennifer Glover, Lynda Nicholson, Paul Sisson

Guests: Ally Campbell

President Dave Nichols extended greetings to all those in attendance and confirmed there was a quorum at the beginning of the meeting with 10 of the 13 Directors present. President Dave introduced new Director Miranda Turnbull.

Additions to the Agenda

The following items were added into the agenda for discussion under New Business:

1. Appointment of additional Directors.
2. Review of chairpersons
3. Friday night beer truck

Guests

Brenda Rhodes, Executive Director of the Chamber of Commerce and David Johnson were to have attended the meeting to provide a few words on the Chamber and its membership. Brenda had also wanted the opportunity to meet the Society Directors. As they did not appear, Pat Munroe to follow-up for possible future attendance. Heather Hurren suggested Brenda would be a good resource from the Rotary Club to talk about the Chase the Ace Program as well.

Amendments to the Minutes / Approval of Minutes

The Minutes of the Annual General Meeting of January 11, 2018 had previously been distributed. Pat Munroe requested Director acceptance and approval before being presented for final approval at next year's AGM.

Motion 1: To accept the Minutes of the Annual General Meeting of January 11, 2018.
Moved by Sheila Stratton, seconded by Lynn Wilson. M.C. (10-02-18)

The Minutes of the Board of Directors Meeting of January 11, 2018 had previously been distributed.

Motion 2: To accept the Minutes of the Board of Directors Meeting of January 11, 2018.
Moved by Heather Stevens, seconded by Sheila Stratton. M.C. (11-02-18)

Business Arising

Dave Nichols reviewed the status of each of the outstanding items on the Actions Items List.

It was determined that the need for renting or purchasing bleachers could not be determined until after this year's suite of attractions was confirmed. In the meantime, Lynn/Carole to follow-up with bleacher provider to determine availability, if required, while down at convention.

Correspondence

Pat Munroe reported having no correspondence to review.

Financial Report

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

2018 Budget – Pat Munroe presented her proposed 2018 budget, highlighting the key areas of revenues and expenses. The list of proposed 2018 capital expense projects was reviewed and accepted. Pat reviewed the allocation of the current GICs, recommending the \$46,100 and \$75,000 GICs be maintained for long-term capital reserves, and the \$52,800 GIC being applied against the 2018 capital expense projects.

Motion 3: To accept and approve the 2018 Budget, as presented, with the amendment of the Capital Expense amounts to match the \$52,800 GIC amount.
Moved by Josh Campbell, seconded by Lynn Wilson. M.C. (12-02-18)

Pat Munroe explained that the approval of the budget provided committees approval to proceed with the capital projects, with the proviso that quotes/estimates that come in above the approved itemized amounts must come back to the Board for approval.

Concession Rates – Pat Munroe reviewed the current concession rates, referring to last year's discussion about possibly reducing the rates for the retail-type vendors.

Motion 4: To decrease the fee for retail-type space rental from \$100 to \$75 for the 3-day weekend, with the cost for each additional 10' space remaining unchanged at \$50.
Moved by Lynn Wilson, seconded by Carole Ruttan. M.C. (13-02-18)

Cleaning Services – Pat Munroe reviewed the services and current rates for the cleaning services provided by Laurie Kennedy, and recommended an increase.

Motion 5: To increase Laurie Kennedy's rate of pay to \$30/hour.
Moved by Sheila Stratton, seconded by Lynn Wilson. (14-02-18)

Hall Rental Reservation Fee – Pat Munroe reported drafting of a hall rental contract almost complete, pending a couple of inclusions. She queried applying a non-refundable clause to the \$100 deposit/reservation fee in the event of cancellation within a specific time prior to the function. She recommended a period within 30 to 60 days.

Motion 6: To make the \$100 deposit/reservation fee non-refundable in the event of cancellation within 30 days of the function. Exceptions would be made for catastrophic or emergency reasons, at the discretion of the Booking Co-ordinator.
Moved by Carole Ruttan, seconded by Lynn Wilson. M.C. (15-02-18)

Hiway Sign Advertising – Pat Munroe questioned the practice of highlighting events on the hiway sign at no cost to the renter. She felt these events are receiving free advertising, while we are incurring volunteer time and risk of accident. Heather Hurren advised that some renters had been advised at some point in the past that the hiway sign notices were included in their rental fee. She recommended a grace period to allow her the opportunity to make the transition with these renters.

Motion 7: To charge \$25/event for the use of the hiway sign, commencing after the 2018 rental season, exclusive of the Muskoka Pioneer Power Show.
Moved by Lynn Wilson, seconded by Carole Ruttan. M.C. (16-02-18)

Motion 8: To accept the Treasurer's Report.
Moved by Josh Campbell, seconded by Lynn Wilson. M.C. (17-02-18)

Business Arising

Flooring – Sheila Stratton presented the differences between the potential floor installers. She recommended having the moisture test done to determine the need for an epoxy seal, however she wants to confer with the installer on timing and cost. She will present at the March meeting.

OAAS Provincial Convention

Lynn Wilson reviewed the list of seminars that she and Carole Ruttan plan on attending as delegates. The list had previously been provided to Directors for their review and input to their attendance. Their seminar attendance plans met with approval.

Lynn also explained that they are on the volunteer schedule for assisting at the convention which will reduce the cost of convention registration to the Society.

Easter Egg Hunt

Dave Nichols advised that arrangements, notices and announcing can all be discussed at the March meeting. Lynn Wilson advised that the same number of eggs as last year have been ordered.

Motion 9: To purchase the same amount of Easter eggs as last year at the same cost.
Moved by Sheila Stratton, seconded by Heather Hurren. M.C. (18-02-18)

151st Fall Fair & Horse Show

Xtreme Cowboys – Carole Ruttan provided information on the Xtreme Cowboy Show, but advised that she still had questions. She has invited the contact person to attend our March meeting, although she has not yet received a response. She referenced requirements for us, their sponsors, and an average pricing structure ranging from \$1,800 to \$2,800. She was requested to forward the information she had to the other Directors, connect with the contact to resolve her questions and present at the March meeting for decisioning.

Super Dogs – Pat Munroe advised that Jennifer Glover has contacted the Super Dogs. They have quoted the same pricing as last year. Pat Munroe explained the apparent pricing difference was as a result of last year's contract deposit being paid in the previous year.

Motion 10: To book the Super Dogs Show for 3 shows on the Saturday of fair weekend at a cost of \$4,500. Moved by Josh Campbell, seconded by Sheila Stratton. M.C. (19-02-18)
Pat Munroe will proceed with looking for sponsorship for the show.

Open Horse Show vs Demos – Pat Munroe reported Jennifer Glover's request for decision on the Open Horse Show. Jennifer will assist in identifying a new Show Manager, if necessary. If cancelled, Jennifer will look into obtaining participants in a demonstration show. Lynn Wilson expressed concern about being able to find demo participants for this year.

Motion 11: To cancel the 2018 Open Horse Show.
Moved by Josh Campbell, seconded by Heather Hurren. M.C. (20-02-18)

Returning/Other Attractions – Pat Munroe reviewed the list of regular returning attractions for confirmation prior to sending out the 2018 invitations. Not returning include: The Celebrity Pigs, Maple the Cow. Dave Nichols wants to explore finding a volunteer for the hockey/soccer shoot before deciding on their return or not. Lynn Wilson expressed concern regarding Glendale Farms' pony rides and petting zoo, although it was decided to have them return.

As the egg trailer has been a no-show, they would not be encouraged. Paul Sisson is still tagged for investigating the Dancing Tractors and Ellen Yeo is looking into the Paw Patrol. Carole Ruttan wants to investigate nighttime fire artists for the horse ring at night.
Pat to connect with each attraction contact person.

Other New Business

1. Appointment of Additional Directors – Pat Munroe questioned if the President and Directors had plans to fill the two vacant positions on the Board. After much discussion on the need, pros and cons, it was decided that they would keep it in mind but not pursue it at this time.

2. Review of chairpersons – Dave Nichols advised that he had not yet contacted each of the chairpersons but would be doing so in the near future. He asked the Directors for their input on any chair that they had not been happy with in the past.

3. Friday Night Beer Truck – Dave Nichols advised of Ellen Yeo’s plans for Friday night, requesting consideration be given to bringing the Griffin pub or Lake of Bays beer truck in for the Friday night only.

Motion 12: To bring in a beer truck for during the Friday night entertainment.
Moved by Lynn Wilson, seconded by Sheila Stratton. M.C. (21-02-18)

Pat Munroe clarified that this motion constituted a motion to approve, and unlike last year, was not a motion to investigate for future approval.

4. Agriculture in the District of Muskoka Official Plan – Donna Wallace raised the issue of the wording in the proposed revision of the District of Muskoka Official Plan relative to agriculture. She advised that she had been approached by a representative from the Muskoka Federation of Agriculture and Muskoka Soil & Crop Association seeking our support in some changes they want. She advised of a meeting on Saturday and comments input being required by the end of March. Pat Munroe advised no formal request being made to the Society. She further cautioned that any official comment by the Society needs to be aligned with our goals and objectives as an agricultural society, and be presented in writing unless a designate delegate is specifically directed to speak on the Society’s behalf under formal approval by the Board. Pat further offered to investigate the information available on the proposed Official Plan revision and distribute to the Board.

5. Constitution Review – Pat Munroe advised no interest had been expressed by any Director to participate in the annual review of the Constitution with herself and Lynda Nicholson. She hoped to have any approved changes ready for distribution to our members with this year’s prize book mailing. Dave Nichols and Sheila Stratton advised they would participate. Pat to coordinate setting up a review meeting.

Post Meeting: Jennifer Glover has also expressed interest.

6. Giant Vegetables Prize Money – Ben Carter requested an increase of \$625 to the prize monies for the Giant Vegetable Weigh-Off. He advised it would be applied to the squash, master grow and GVGO featured special awards in hopes of attracting more participants from further afield. Pat Munroe reviewed the current prize amount.

Motion 13: To increase the prize money for the Giant Vegetable Weigh-Off by \$625.
Moved by Heather Hurren, seconded by Lynn Wilson. M.C. (22-02-18)

Adjournment

With no further business presented, President Dave Nichols brought the meeting to a close at 9:15pm.

Secretary

President

Next Meeting:

Board of Directors meeting
7:00pm, March 8, 2018
Knox Presbyterian Church
120 Taylor Rd., Bracebridge