



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

The Bracebridge Agricultural Society met for their Board of Directors meeting on March 8, 2018 in the Knox Presbyterian Church, Bracebridge. The meeting was called to order at 6:59pm by President Dave Nichols.

In Attendance: Josh Campbell, Ben Carter, Heather Hurren, Dave Nichols, Lynda Nicholson, Carole Ruttan, Paul Sisson, Heather Stevens, Sheila Stratton, Donna Wallace, Lynn Wilson

Absent/Excused: Jennifer Glover, Miranda Turnbull

Guests: Bill McBride

President Dave Nichols extended greetings to all those in attendance and confirmed there was a quorum at the beginning of the meeting with 11 of the 13 Directors present.

Additions to the Agenda

The following items were added into the agenda for discussion:

1. Friday night beer truck - Dave

Guests

Carole Ruttan introduced Brant Matthews, The Fire Guy. Brant gave an impressive presentation on his various acts. He is associated also with other acts such as hoola hoop girls and Heath Tarlin, "the Ostrich Guy". Brant was excused from the meeting and much discussion ensued. Motion made, then rescinded, with the following final motion.

Motion 1: To book Brant Matthews, The Fire Guy, for 3 shows on the Saturday of fair weekend at a cost of \$2,000. Further, as this amount is greater than his regular all inclusive daily rate of \$1,250, he is to include additional acts. Further, to book Heath Tarlin, "the Ostrich Guy", through Brant Matthews, for all day Sunday of fair weekend for \$1,250.
Moved by Josh Campbell, seconded by Sheila Stratton. M.C. (23-03-18)

It was noted that Brant would be responsible for bringing his own sound equipment. It was noted that one of his performances would be after dark. Actual performance times to be determined. Carole Ruttan to advise Brant, and request contract.

Other Attractions

It was acknowledged to go outside of the order of the agenda for discussion of other fair attractions at this time. Pat Munroe provided status of planned costs versus budget.

Xtreme Cowboy Show

Carole Ruttan presented more information on the Xtreme Cowboy Show, having talked with the representative on the phone. His personal appearance was not possible due to weather. Although interest was expressed, questions still remained regarding the financial aspects.

Motion 2: To defer approval on booking the Xtreme Cowboy Show pending receipt of a written contract from them for review.

Moved by Lynda Nicolson, seconded by Carole Ruttan. M.C. (24-03-18)

Carole Ruttan to request contract.

Kidomo – Paw Patrol

Pat Munroe reviewed the Kidomo presentation for its “meet & greet” and live shows fees. It was decided to forego having them to the 2018 fair. Pat to contact and advise them.

Mini Chuckwagons

Carole Ruttan reviewed the pricing for the mini chuckwagons. It was decided to forego having them to the 2018 fair. Carole to contact and advise them.

Amendments to the Minutes / Approval of Minutes

The Minutes of the Board of Directors Meeting of February 8, 2018 had previously been distributed.

Motion 3: To accept the Minutes of the Board of Directors Meeting of February 8, 2018.

Moved by Heather Stevens, seconded by Josh Campbell. M.C. (25-03-18)

Business Arising

Naloxone

Pat Munroe reported on her investigation on the provision of Naloxone, the fentanyl antidote, with the towns’ Festival Network, the Muskoka Public Health Unit and EMT Services. She reported the conditions and training required. However, she further reported that both the Provincial OAAS and our insurance providers are concerned about the safety and liability of administering to an individual in a drug overdose state. It was decided to keep with our current practice of using 9-1-1 first responders.

Bleachers

Lynn Wilson reported that bleachers from the supplier used last year are not available. She referred to estimates from last year for the purchase or manufacture of new bleachers. She was requested to revisit and bring updated estimates to a future meeting.

Paint Quote

Ben Carter presented the quote for paint for the Exhibit Hall interior walls. He referred to a contact who could come and give quote on inside paint, as well as painting the Pipeline Building exterior. Ben and Dave Nichols to coordinate in time for proposal to be presented at the April Board meeting.

Flooring

Sheila Stratton presented the status on the flooring, advising that Kennedy could do the moisture test anytime once being selected as the supplier. Sheila expressed more confidence in Kennedy than Modern Carpet. She also presented pros and cons of conducting the moisture test.

Motion 4: To proceed with Kennedy as our flooring supplier/installer, including giving the go ahead for the moisture test.

Moved by Heather Hurren, seconded by Lynda Nicholson. M.C. (26-03-18)

Constitution Review

Pat Munroe reported having made some proposed amendments to the constitution and distributed to the Constitution Committee for review and further input. She noted that the amendments were minor overall, not being absolutely necessary, and feedback received indicated a desire to defer further action at this point in time. Pat will table the review for another year.

Friday Night Beer Truck

Dave Nichols reported on a meeting with the Griffin Pub owner regarding bringing in their beer truck for during our Friday night entertainment. He outlined the arrangements, decisions agreed upon and respective responsibilities. Pat Munroe had distributed notes from the meeting to the attendees and will formalize in a Letter of Hire/Understanding.

Correspondence

Incoming

1. Town of Bracebridge – approval of \$120 Community Grant for Youth Fair; dependent on use of Town logo on Youth publications
2. Hideaways Magazine – request for advertising on special events page – declined
3. OAAS District #11 – notice of Spring meeting – Lynda Nicholson and Sheila Stratton to attend as delegates
4. Town of Bracebridge – request for map and literature rack installation - declined
5. Ontario Visited Websites – offer of complementary event listing – declined
6. Royal Canadian Legion – thank you card and decal

Outgoing

1. Ernie Shoebridge – confirmation and deposit payment deposit for square dance calling services

Financial Report

Cash Flow Statement

Pat Munroe presented the Cash Flow Statement for the month of February, highlighting key revenues and expenses, particularly Super Dogs deposit, audit report invoice, AGM newspaper notice, convention expenses, and propane invoices.

Maturing GIC

Pat Munroe reviewed current GIC terms and rates for an upcoming maturing GIC for which it had been previously determined that we would reinvest.

Motion 5: To reinvest our maturing \$46,000 + interest for a one (1) year term at 1.9% interest rate.

Moved by Lynda Nicholson, seconded by Donna Wallace. M.C. (27-03-18)

Insurance

Pat Munroe presented the amount of the commercial, accident and liability insurance renewal premium and received permission to pay.

Pat presented the Director & Officers liability insurance renewal premium, advising a recommendation from our broker to increase our coverage.

Motion 6: To increase the Director & Officers liability insurance to \$5million liability at a cost of \$1,000.
Moved by Josh Campbell, seconded by Sheila Stratton. M.C. (28-03-18)

Accounting Software Product Upgrade

Pat Munroe advised we had been approached by our account manager to upgrade our accounting software in order to stay current and continue to receive customer support. Pat advised that our use of the product is fairly simplistic, that regular back-ups are done, and we have not had any problems linking to our accountant's program version. Further, she advised that when we need to purchase new that the cost would be about the same. She recommended that we not proceed with the upgrade at this time.

Fair Office Internet

Pat Munroe has pricing for hub internet for the fair office which she will bring to a future meeting for consideration.

Motion 7: To accept the Treasurer's report as presented.
Moved by Heather Hurren, seconded by Ben Carter. M.C. (29-03-18)

OAAS Provincial Convention Reports

Carole Ruttan and Lynn Wilson reported on the seminars they attended while at convention, handing out some reference material. Seminar topics covered included: getting volunteers, homecrafts displays, animal shows, kitchen health & safety. Pat Munroe to forward the presentation link for the homecraft displays.

Pat Munroe presented the financial overview of convention costs. She advised that we have been reimbursed for delegate's registration fees as both Carole and Lynn volunteered hours during the convention.

Easter Egg Hunt

Final arrangements for the Easter egg hunt were made. Dave Nichols questioned the MOOSE FM ad he had heard referring to a co-sponsor. He will query them on it when he requests their announcing services.

Lynn Wilson reported on the cost of the eggs. She has already picked them up. Lynn will bring some rabbits and dress up as the Easter bunny.

Volunteers to arrive around 10:30am for egg tossing.

151st Fall Fair & Horse Show

Prize Books

Pat Munroe reminded chairpersons to submit their class/section changes for the prize book as soon as possible. She requested confirmation for doing the glossy white and colour covers again this year.

Name Tags/Badges

Carole Ruttan suggested lanyards and name tags for volunteers to replace the volunteer ribbons. Pat Munroe advised that the ribbons act as their passes through the gates, whereas anyone could purchase lanyards at a dollar store and make their own name tag.

Donna Wallace queried the metal badges for Directors. Pat Munroe to get an updated price.

Trophies

Dave Nichols talked about unsponsored trophies being carried by the society and questioned whether or not this was the right time to retire the Stan Darling Memorial trophy. It had its 3rd consecutive year winners this past year so the family had their keeper plaque. Dave noted that the Darling family have not been sponsoring the award for a number of years.

Motion 8: To retire the Stan Darling Memorial trophy.

Moved by Paul Sisson, seconded by Heather Hurren. M.C. (30-03-18)

Josh Campbell reported that Algonquin Maple Products does not exist any longer and that Sweetwater Maple are going to expand their sponsorships.

Motion 9: To retire the Algonquin Maple Sugar Products Trophy.

Moved by Josh Campbell, seconded by Lynda Nicholson. M.C. (31-03-18)

Chairpersons

Dave Nichols advised that Ruth McLennan was looking for assistance in the Handcrafts sections and did anyone know anyone who might be interested in getting involved. Heather Hurren suggested Gary Simmonds; she will contact him.

Dave Nichols advised that Angee Pell will no longer be chairing the Goats section. He is awaiting word from another contact who might be interested in running a show.

Attractions

Paul Sisson has been attempting to connect with The Dancing Tractors. They were to contact Pat Munroe but have not yet done so. Paul will follow-up.

Horse Pulls

Paul Sisson requested an increase to the prize money for the Light and Heavy Horse Pulls. Pat Munroe advised that the current prize amounts were reported to the CCHPA when our membership fee was submitted, but that she can email revised amounts if approved.

Motion 10: To increase all prize amounts for the Light and Heavy Horse Pulls each by \$10.

Moved by Paul Sisson, seconded by Heather Hurren. M.C. (32-03-18)

Heavy Horse Show President's Award

Bill McBride confirmed Dave Nichols' sponsorship for the President's Award for the Heavy Horse Show.

Adjournment

With no further business presented, President Dave Nichols brought the meeting to a close at 9:24pm. He noted the next meeting would be our final meeting for the winter at the Knox Presbyterian Church, after which we would return to the fairgrounds.