

# Orangeville Agricultural Society-Board of Directors Meeting-Monday December 1<sup>st</sup>, 2014

**Location:** Birch Room of the Orangeville Agricultural Society

**In Attendance: Executive:** Donna Henderson-President, James Orton-1<sup>st</sup> Vice President, Don Hawkins-2<sup>nd</sup> Vice President

**Directors:** Glenn Holmes, Lavern Trimble, Lucas Grit, John Rayburn, Linda Reed, Allan Hill, Gord Gallagher, Ron Munro, Gord Archer

**Secretary:** Krystal Martin      **Manager:** Kate Laing      **Treasurer:**

**Regrets:** Joy Trimble, Peter King      **Absent:**

**Members:** Keith McKibbin, Wes Thompson, Susan Hughson, Alan Lanktree

**Guests:**

		<b>MOTIONS</b>	<b>FOLLOW-UP</b>
<b>Call to order</b>	Meeting called to order at 7:00 pm by President Donna Henderson.		
<b>Additions to the Agenda</b>	Revise the agenda to have the Strategic Planning Committee present at the beginning of the meeting.	Motion to accept the agenda with change in order by Don Hawkins, seconded by James Orton-carried.	
<b>Adoption of the Minutes</b>	Amend the minutes to include Ross Millar as present at the October 27 Board meeting.	Motion to adopt the October 27 minutes by Don Hawkins, seconded by James Orton-carried.	
<b>Strategic Planning Presentation</b>	<ul style="list-style-type: none"> <li>• The Strategic Planning Committee presented their recommendations.</li> <li>• There was much discussion on how to move forward. Some tough decisions need to be made.</li> <li>• The suggestion was made to change the current set up of the Board into two focuses, Facility/Property and Fair committees. This would focus attention better on each and divide up the work. The Board number would be 7 and they would oversee the two committees. One person from each committee would be on the Board. There would be no need for an Executive. There was discussion on how this format would work. There would be no change for anyone working on a current committee, the change is a top level change only. The 7 Board members would be voted in at the AGM if the new format and constitution change is approved by the members. The Board would be comprised of: President, Vice-President, Treasurer and 4 members at large. The purpose is to focus attention where it needs to focus and make meetings more efficient. The committees will deal with the details and feed their information to the Board. All members are still welcome to attend Board meetings however there would only be 7 voting members. There were some concerns with the number of 7 and only having a quorum of 4. There was a suggestion to build in a review process into this change and present a business plan at the AGM to engage the members.</li> <li>• There was discussion on how to obtain more</li> </ul>	Motion by Gord Gallagher that the Board accepts in principle the strategic plan presented, and recommends bringing forward to the AGM to change the Board size to 7. Seconded by James Orton-carried.	

	<p>partnership; change the partnership package to highlight advertising in the Ag and Ex Hall? Approach businesses in a different manner?</p>		
<b>Business Arising from Minutes</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>		
<b>Correspondence</b>	<ul style="list-style-type: none"> <li>• The Kaycee Gardens lights display is now complete with a new addition. The new piece will be paid out of the Quilt Lottery funds.</li> <li>• CAFE sent a press release of the three local fair champions: Wanda Aultman from Powassan, Susan Page from Didsbury and Leslie Stirling from North Thompson.</li> <li>• The President has made a memorial donation and sent a card on behalf of the OAS to the family of Doreen Staveley.</li> </ul>		
<b>Treasurer's Report</b>	<ul style="list-style-type: none"> <li>• The Facility Manager presented the financials that are almost complete for year end.</li> <li>• Total current liabilities are \$136,879.88. The office continues to get collection calls and is being honest and apologetic. All customers will be paid, but it is taking time due to the Fair shortfall. We are attempting partial payments and payments to smaller businesses first.</li> <li>• We are waiting for the full month post year end statements to move ahead with the documents for the auditors.</li> </ul>	<p>Motion by Gord Gallaugher to adopt the Treasurer's Report, seconded by James Orton-carried.</p>	
<b>Secretary's Report</b>	<ul style="list-style-type: none"> <li>• The bus to the Royal Winter Fair was cancelled due to not enough interest.</li> <li>• Keith McKibbon provided printed details on a Delta Bingo fundraiser. Details are available for those who would like to look into it further.</li> </ul>		
<b>Manager's Report</b>	<ul style="list-style-type: none"> <li>• The 4H club has requested \$100 to sponsor their top judge. All present agreed to decline this request.</li> <li>• The OAS ran the bar for a client and the profit was \$649.63. There was a question on whether the bartenders are to donate their time as well. This was discussed in a previous meeting and it was agreed that that was not the expectation.</li> <li>• A large client has requested additional hydro for RV parking. They have offered to forward \$30,000 to cover the costs and in return, they would be credited \$3000/year for the next 10 years. The increase hydro service would also increase the income for the OAS on RV parking. Installation could begin over the winter and</li> </ul>		

	<p>needs to be complete for May 15. All present agreed to move forward with this request with the additional to the contract that the client will not be refunded any funds if they choose to move their show before the 10 years is up.</p> <ul style="list-style-type: none"> <li>• We have a request for a client to book the Oak Room for 10 days in conjunction with the Pan Am games. The client would like a reduced rate since they are booking for 10 days. All present agreed that only the Not For Profit rate could be extended.</li> <li>• We had a recent client use portions of the facility that they were not authorized to use as well as damaged the hallway from the kitchen. The client has been issued an invoice for damages and cleaning.</li> <li>• There are several people interested in winter riding this year.</li> <li>• The Facility Manager has made contact with the new mayor of Orangeville as well as the mayor of Mono and the local MP and MPP in hopes of generating more community support.</li> <li>• Our facility cleaning person has resigned. If anyone has any connections to a cleaning person(s), please pass them along.</li> <li>• According to the Town of Mono, the OAS is unable to sever any portions of the property.</li> <li>• The quote for more fire lane/tow away zone signs has been received. Lucas Grit thinks he might have suitable signs and will look at them and get back to the Facility Manager.</li> <li>• The office will be closed from close of business on December 19 until January 5.</li> </ul>		
<p><b>Committee Reports</b></p>	<p><b>Lottery-</b> nothing to report.  <b>Property-</b>the barricades have been completed at a cost of \$90 for some material. Most material was donated. Help is required for table and chair repair. Gord Archer and Gord Gallagher have volunteered to help with the tables and chairs in the new year.  <b>Partnership-</b>the Partnership draw will move to January.  <b>Finance-</b>FCC has declined to forward funds. The meeting was positive overall with FCC reinforcing that the OAS is taking the right steps to move forward but they suggest approaching the banks who view the property as collateral. Meetings have been set up with 3 different banks. Nothing further to share regarding property sale.</p>		

	<p><b>Fair-</b>Gord Gallagher attended the District #5 meeting. He mentioned that OMAFRA is developing a pilot project on Strategic Plans for Fairs. They will take this to 10 Fairs. The OAAS is cutting their board size in half, to 15. They spoke about having the right mix of people on the board to be successful. They had a speaker who spoke about how to retain your Fair Ambassador after their reign is over. They feel that social media is the key to reaching youth today.</p> <p><b>Budget-</b>James Orton has gone over the budget with a fine tooth comb trying to balance it. The budget can only be reduced so much due to some fixed costs such as hydro etc. The Fair must pull it's own weight. The Facility cannot support the Fair. There was much discussion on how to do this. Some suggestions are to reduce security, staff our own gates with volunteers, change stage entertainment, reduce sound requirements, change the midway etc. The next Board needs to take a hard look at the budget. Gord Gallagher suggests taking a look at the budget after the First Impressions presentation as taking across the board cuts may not be in the right areas or in the best interest.</p>		
<b>Business</b>	<ul style="list-style-type: none"> <li>• As a reminder, the AGM will be January 31. There was discussion on if someone attending didn't want to bring a silent auction item, how much would they pay for the meal. The decision is if someone decides to opt out of the silent auction then they would need to pay \$20 for the AGM.</li> <li>• Some winter work parties need to be scheduled to build bleachers and repair chairs and tables. Contact John Rayburn if you can help.</li> <li>• Everything seems on track to have the auditor report back in time for the AGM.</li> <li>• Glenn Holmes asked for a status on the Fair budget, specifically the Truck &amp; Tractor Pull as he needs to return the contract by the end of January.</li> <li>• President Donna Henderson wished everyone a happy Christmas.</li> </ul>		
<b>Business Arising from the Executive Meeting</b>	None.		
<b>Adjournment</b>	<b>Meeting adjourned @9:10pm.</b>		
<b>In Camera</b>			
<b>Next Meeting</b>	<b>Monday January 5<sup>th</sup> @7:00pm Executive- December 16<sup>th</sup> @4:30pm.</b>		

President: \_\_\_\_\_

Secretary: *Krystal Martin December 3, 2014.*