

Ontario Association of Agricultural Societies
Board Meeting
February 12, at 7:00 pm



Present: Jane Armstrong, Carol Cann, Randy Creighton, Heather Dillon, Beth Howell-Vervaecke, Rodger Lyster, Judy McFaul, Linda Murray, Liz O’Gorman-Smit, Wayne Pfeffer, Zach Prescott, Colin Pool, Leonard Riopel, Bart Scherpenzeel, Brian Slaughter, Glen Syme, Brenda Tipping, Janet Torrance, and Doug Yeo

Staff: Vince Brennan, Kathryn Lambert

Guests: Andrew Iceman, Grace Mullen, Heather Owens

Absent:

Place: Markham A Room Pre-Convention Meeting

Minutes

1. Call to Order at 7:02 pm
2. Welcome/Introductory Comments - Doug Yeo

Welcome to our pre-convention meeting. Special welcome to Valerie, Heather, and Grace. Congratulations Directors, you have completed another year on the OAAS Board.

Sometimes it seems like there is not enough time to get everything done but I remember the quote, **“If not now, when? If not me, who?”** We have but a brief time to get things completed and we are then off the Board. It doesn’t seem that long ago that my year as President started and now it is closing in rapidly. So many things I had hoped to have completed are still incomplete but many other things that were not on my radar were dealt with thanks to this Board. I thank all of you for taking the time to get business completed, passing messages along in your District, and being the voice of the OAAS at meetings. A major thank you to Pat, Janet, Jane, Colin and Judy who have collectively more than 30 years working on behalf of the OAAS. How do we show them our gratitude? I am sure they are leaving with things they would have liked yet to accomplish. Our greatest tribute is to keep working at all the things not yet tackled and complete them.

I do hope each of you continues to talk within your District about the importance of getting our elected officials knowledgeable about the traceability regulations and how the proposed changes will have a major effect on fairs. This information needs to be talked about with the other agricultural organizations as well. We need to pass this message on!

We have completed an evaluation about our organization and how we function as a Board. Thanks for completing it. It does express the reality that we have to address some issues and hopefully we can identify those before beginning a new term. An underlying goal I had for this year was that there was continued transparency about what I, the Executive, and the Board do. The second goal was ensuring that the Board makes all the decisions. I, the

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Executive, and the Committees can only make recommendations. The role of the Board is to examine the issue and make a decision. I was pleased people took the time to add some written information which helps identify where we are and where we need to be. Perfection is always an elusive target.

Anyone interested in being the Member at Large for this coming term and be part of the Executive, should contact Judy or myself as soon as possible. This position gives you that opportunity to learn about the role of the Executive if that is of interest to you. Everyone should also consider chairing one of our committees, it provides another occasion to experience leadership and develop your skills. As a team we all need to chair or lead our committees –if we learn anything about the Canada Geese, they share the lead to ensure the whole flock can go as far as it can in any set of conditions. I am not convinced that co-chairing has worked out as well as it should. Often it seems as if one was expecting the other to take the lead and time slipped by before any action occurred. On a final note it appeared that committees which created a monthly meeting date seemed to get prepared more easily and not be in a scramble to have a report ready before monthly Board Meetings.

When we work for the OAAS, it is a team effort. At Board meetings we make team decisions. Committees act as a team to fulfil their mandate. Thanks for your role in the team this past year.

Let's help as a team to make another memorable convention!

3. Roll call:

- What have you accomplished as a Provincial Director in the past year that you are most proud of?

Liz – Attended AGM's of Ag Societies – was really helpful to learn about how everyone operates and everyone is so different

Randy – Survived the year - convinced a new Ag Society to join the OAAS and using Ontario judges

Glen – Surviving year 1 – made contacts and getting more knowledge

Leonard – OAAS support to keep a struggling fair continuing, interactive map

Janet – Increase in the communication between OAAS and the Districts & Fairs, the amount of work to update the OAAS Board manual over the past 3 years

Brenda – helping 3 fairs in the district struggling with governance issues

Zack – Youth Ad Hoc members on the Ambassador committee

Jane – Helping Laird Fair become more stable

Linda – Putting a face for the board at AGMs – attended 7 AGMs in 2020. Dialogue and communication is very prevalent

Carol – Unexpected transition in the district, District Social Media presence created

Rodger – How far the board has come on the strategic plan and governance work that the board has done

Wayne – 25 fairs kept him busy – Chatsworth has a fair for the first time in 4 years. School fair Sydenham was at risk of being shut down but have new people involved including parents and will be back for 2020. 2 new district directors elected and one long time

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member leaving district exec. 4 judging schools to be held in the district in April & May. District Secretary/Treasurer has resigned due to health issues – the role of secretary/treasurer will be divided.

Bart – Attended the opening of a new barn at the Bayfield ground

Colin – Conflict resolution at the district/fair level. Attended a few AGMs.

Heather – presented a situation happening in her district for information for the board

- What would you like to accomplish as a Provincial Director in the next year?

Liz – looking forward to 2nd Vice President

Randy – developing more member services

Glen – promoting Agricultural Societies

Leonard – Strategic plan that OMAFRA assisted with – every fair in the district is working on one

Janet – Working with Warkworth Fair who received a new horizon grant

Brenda – Governance workshop and governance work with struggling fairs

Zack – Youth Committee forming a youth program for OAAS

Jane – Plan on visiting a fair or two and trying to find a replacement

Linda – 20 fairs – communication building

Carol – Small Village fairs working and become more relevant for OAAS

Rodger – visiting more fairs inside and outside the district

Bart – to get to more meetings

Colin – Keep everyone accountable to doing what a PD needs

4. Appoint an Action sheet recorder – Linda Murray

5. Approval of Agenda

Doug requested to add 175 Anniversary Celebrations to Other Business

Motion by Rodger Lyster to approve agenda as amended

Seconded by Wayne Pfeffer

Carried

6. Declaration of Conflict of Interest - none

7. Reminder of Code of Conduct signed

8. Approval of Minutes of Jan 21, 2020 meeting

Motion by Jane Armstrong to approve minutes as presented

Seconded by Zack Prescott

Carried

9. Review Action Sheet – Doug Yeo

A review of the action items was done.

#6 - TREIM – Possible Roll Call at district meetings & CAFE is also looking for the TREIM information as well

10. Any Business Arising from the minutes? - None

11. Board Correspondence – None

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12. Strategic Plan Update – Doug Yeo
Hard copies were provided by Doug

Review of Pillars:

- Pillar 2 - #1 – Date to still be confirmed
- Pillar 2 - # 2 - Ad hoc Sponsorship/Partnership Committee – suggestion to make a recommendation that it become a standing committee and any other additional recommendations
- Pillar 2 - #3 – ongoing - encourage open discussion from board and staff to bring forward training opportunities.
- Pillar 3 - #2 – Delete enforce & change to encourage – agreement around the board to change it
- Pillar 4 - #2 – Proposal to be examined after the convention

The Strategic Plan is a working living strategic plan that is actionable – great job to the entire team. Vince is current in talks with 2 different organizations to possible facilitate the next steps of the strategic plan

13. Committee Reports - None at this time

14. Financial report – Vince Brennan

- Review Statements, Balance sheet, Income and Expense, 2020 Budget
 - Lots of updates happening as convention expenses and revenue are coming in
 - Further detailed breakdown regarding printing and such for convention related expenses
 - Balance sheet – AR will be down significantly once invoices are paid at convention
 - No questions around the table – Doug had previously sent an email with comments to the board regarding the trend that he saw
 - Judy referenced that CAFE is starting to go paperless/less printing – web available only

Motion by Judy McFaul to approve minutes as presented

Seconded by Colin Pool

Carried

- Year end Financial Statements review

Page 3 – less revenue lines than our financial reports from Vince as they are grouped together by the auditors.

Vince will provide a detailed report at the AGM – any questions should be brought to Vince ahead of the AGM – any possible questions should be brought forward to him before the AGM so that he can be prepared

Motion by Randy Creighton to receive the year-end financial engagement.

Seconded by Linda Murray

Carried

- Auditors for 2021
Vince contacted two organizations close to him to get additional information. Vince met with the current reviewer to discuss the issues/needs and has been assured that they will work with us to make the process better.

Motion by Randy Creighton to approve Lynch Rutherford Tozer as the financial reviewers for 2020/20201

Seconded by Brenda Tipping

Carried

15. Manager's Report

- new Homecraft Judging Standards handbook - A limited amount of books have been picked up at the printers and will be available for sale at Convention for \$5.00 at the registration desk and at the judging seminars.
OAAS will provide one book for anyone attending a judging school in 2020
The committee has done a lot of work on the new handbook and was applauded.
- Review AGM agenda etc. - OMAFRA and CAFE representatives to bring greetings
8 motions will be required – Board members offered to assist in finding individuals to help make the motions – handouts with the motion was provided
A one pager was handed out with the proposed constitution changes
- Website – 1 submission received and a few others considering – committee will be meeting and a report/recommendation coming to the spring meeting

16. Convention Administrator Report

- Just over 1000 registrations with lots of service members – will be close to 1100 – still calls for tradeshow booths
- Storage room is next to the convention registration desk – please collect your materials
- App is getting positive feedback
- Ambassadors, Board member and special guests are getting mugs/cups instead of bags
- Board was asked to encourage attendees to use the app for evaluations
- Board Picture for slideshow – Rodger, Glen & Carol needed
- Review of Saturday schedule – as soon as the AGM is completed the Provincial Directors will stay in the room for the picture followed by lunch at Crave restaurant before 1pm meeting start

17. Review Board Evaluation

- Brian is capturing strengths and Beth is capturing weaknesses
- Review of results – consensus is that the board is pretty much there – the board has come far and a lot of development has happened – just need some tweaking
- Request to have more voices to be heard during meetings
- Discussion occurred regarding additional days for in person meetings – going until Sunday
- Committee meetings and getting reports on time needs to happen always
- Survey to the Board to determine what training the board feels it needs going forward

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18. New Business

Motion by Jane Armstrong to approve have the 175 Celebrations start following the conclusion of the AGM on Feb. 15, 2020.

Seconded by Judy McFaul

Carried

- Suggestion that we provide OAAS 175 Logo ribbons and competitions cards for the 2020 fairs.

19. Presentation of Recognition Plaques

- Liz presented to Janet
- Beth presented to Jane
- Doug presented to Pat
- Judy presented to Colin
- Brian presented to Judy

20. Committee Compilation

Brian circulated the 2020 OAAS Board Committees. Committee members who would like to have Ad Hoc Members who wish to continue on the committee need to be brought forward to the board for motion. Board members were requested to let Doug, Judy, Brian or Vince if they were interested in being a Member at Large.

21. Adjourned

Motion by Rodger Lyster

Next meeting Feb 15th, 2020

Ontario Association of Agricultural Societies
Board Meeting
Februray 15, 2020 at 1:00pm



Present: Valerie Allen, Carol Cann, Randy Creighton, Heather Dillon, Beth Howell-Vervaecke, Rodger Lyster, Grace Mullen, Linda Murray, Liz O’Gorman-Smit, Heather Owens Wayne Pfeffer, Zach Prescott, Leonard Riopel, Bart Scherpenzeel, Brian Slaughter, Glen Syme, Brenda Tipping, and Doug Yeo

Staff: Vince Brennan, Kathryn Lambert

Minutes

22. Call to Order at 12:59 pm

23. Welcome/Introductory Comments – Brian Slaughter
Special welcomes to the 3 new members of the board

24. Additions to the Agenda – 175th Anniversary Celebration Committee

25. Approval of the Agenda
Motion by Doug Yeo to accept the agenda as amended
Seconded by Bart Scherpenzeel

26. Roll call:

- What was your favorite memory or activity this weekend?
Zach – Ad Hoc members of the ambassador committee – really excelled
Beth – Attending the Under 40 event
Grace – Seminars – last time attended convention was when she was an ambassador
Heather – Governance workshop
Bart – Farmer Tim
Linda – Ambassador Experience and the knowledge and experience of the Ad Hoc members – Recommendation to have every committee have ad hoc members
Randy – Hearing the feedback from those who have attended both Royal York and Sheraton conventions – nothing but positive comments
Glen – Everything going the way it was supposed to
Valerie – Networking and getting to know folks from other areas – amazing energy from everyone
Brenda – Teamwork between the board and the fairs
Carol – Both keynote messages of positivity and hospitality suites
Rodger – The whole convention and doing the 50/50 and the interaction with great attitudes
Doug – Busy force (the board and staff doing the things), full house for the opening speaker, bidding frenzy of the auction and the invitation to join the group of young people to speak this morning
Wayne – Connection and reconnection with people that he doesn’t see on a regular basis, former board members, people from different societies and other districts, keynote closing speaker

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Leonard – the way that everything seems to fall in place, everyone was very well organized, registration went smoothly, amount of auction items

Liz – Closing speaker, the anticipation of people arriving

Heather – showing her sister around the convention, Farmer Tim

27. Code of Conduct and Code of Ethics – (All Directors to sign)

Vince circulated and reviewed the Code of Conduct document. All board members signed and returned them to Vince for filing

28. Election of Member-at- large

- Carol nominated Zack
 - Zack's comments: Thanks Carol and 10 years on fairboard and can bring a youth perspective to the board
- Liz nominated Glen
 - Glen's comments: Thanked Liz and has a passion for agriculture
- Beth nominated Rodger
 - Rodger's comments: 2 years on board and given more knowledge, over 45 years in the fair industry
- Randy nominated Linda
 - Linda's comments: 3rd year on the board, background would be beneficial and a good fit

Motion by Linda Murray that Vince & Kathryn act as scrutenners for the election of Member-at-Large.

Seconded by Leonard Riopel

Carried

Glen Syme was elected as the Member at Large

Motion by Beth Howell- Vervaecke to destroy the ballots

Seconded by Brenda Tipping

Carried

29. Approval of the 2020 Board Meeting Dates

Board meetings to continue to be the 3rd Tuesday of the month

Suggestion to move the January meeting to a Sunday during the month to avoid conflicts with the AGM's

Spring meeting will be held on April 3 & 4 at the Sheraton Richmond Hill at 7pm

Fall meeting will be held October 16 & 17 at the Sheraton Richmond Hill at 7pm

Convention Feb 18-20, 2021

Motion by Doug Yeo to accept the meeting dates as proposed

Seconded by Wayne Pfeffer

Carried

30. Approval of the 2020 Committees

The committee list was provided at the Feb 12th meeting. Brian Salughter sits on all committees and his name will be struck off the circulated list on the Youth Committee.

Motion by Rodger Lyster to accept the committee listing as presented.

Seconded by Leonard Riopel

Carried

31. Board Orientation

- Vince provided an overview board orientation to the entire board.
- Discussion regarding governance and balance in the role of Provincial Director
- Vince will circulate the orientation powerpoint for those that would like it
- Vince provided an overview of where information could be found on our website (Member Services)

32. Convention Administrator Remarks

- Making notes for 2021 convention already
- List of new sponsors for next year in progress
- Request to have committees brain storm changes/updates for 2021 convention
- Hospitality Suites on 10th floor – all were booked through the hotel – 2021 will be booked through Vince/Kathryn
- Cancellation policy from the hotel regarding room bookings – 2 weeks before the event will still be charged
- Wifi sponsor for 2021 convention

33. Manager Remarks

- Incredible support from volunteers and members
- OMAFRA delegate very impressed with convention
- Everything was great and very impressed with how everyone came together to make it happen
- Judging standards discussion – concerns/questions to be sent in writing

34. 175th Committee

Beth, Heather, Brenda, Leonard, Doug – Guy Scott (to be brought forward to the board by the committee)

Motion by Doug Yeo to form a 175th Anniversary Ad Hoc Committee consisting of Beth, Heather, Brenda, Leonard and Doug.

Seconded by Liz O’Gorman-Smit

Carried

35. Adjourned

Motion by Doug

Next meeting March 17, 2020

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