**Bulkley Valley Agricultural and Industrial Association**

**Board of Directors Meeting**

**March 27 2014**

**Minutes**

Attendance: Deanna, Lindsay, Anita, Kate, Charlie, Cindy, Geof,

Regrets: Dale, Gina

Guests: Kathie Wager, Doug Flynn, 4H Youth Delegation

Meeting called to order by the Chair at 5:32 p.m.

1. Approval of the Agenda

Anita motioned to approve agenda/seconded/carried

1. Special Guests: Kathy Wager, Doug Flynn - Mine Rescue Competition

Doug Flynn reported out on the competition. At least 4 underground teams coming and 8 surface teams. Lions Club hall for adjudicators, Davidson and Johnston will both be needed. One the grounds June 3rd for set up and one day tear down on the 8th. Ski Patrollers will teardown. Walk about on Monday the 8th with user groups to ensure clean-up is complete.

Follow up with EMPR on May 1st to discuss any outstanding details.

1. Special Guests: 4H Delegation

Danika, Meagan and Steve from 4-H gave a presentation about their project work. The Board was very impressed with their presentations and will table the decision on funding until the next meeting.

1. Approval of Consent Agenda:
2. Minutes of February 24 2014
3. Minutes of March 13 2014
4. BVCR Grant Approval February 9 2014
5. General Manager Report
6. FFMC Report
7. Shooting Star Amusements Contract
8. General Manager Contract 2014
9. 2013 Society Report
10. NSC Grant Approval & Agreement February 18 2014
11. Correspondence:
    1. BVAIA to 4H Invitation to Board Meeting February 25 2014
    2. Letter(s) from NSC: re: FFMC delegate, Financials March 10 2014
    3. Letter from SRC (no date) March 2014
    4. Letter from 4H March 11 2014
    5. Invitation from Smithers Lions Club
    6. BVAIA response to: 4H, NSC, SRC March 20 2014
    7. Town of Smithers re:
12. Installation/Modification of Smithers Fairgrounds Water and Sewer Systems
13. Open Burning
14. Building Permit Requirements & Application
15. Fairgrounds Business and Land Use Plan

Motion to approve consent agenda by Anita/seconded/carried

1. Follow up from Minutes

Reviewed task list

1. Not so Dumb – Dumb Question Round

No questions

1. Business:

5.1 Proposed ED, General Manager Job Descriptions

Reviewed and on file for guidance.

5.2 Policy Review

Ian, Cindy and Lindsay will review policy manual for changes.

5.3 Communications Committee Update

Ian reported out on Communication plan committee meeting. Discussion on immediate priority. June 7th new date for community info and brainstorming session.

5.4 FFMC Appointees

Term up. Historically President and VP.

Kate motioned to appoint Lindsay and Deanna to the FFMC/seconded/approved

Gina as alternate

5.5 Trade show

Decision to promote the BVX

5.6 Community Engagement proposal

Continue to pursue funding. Meeting with the Town of Smithers on April 10th to discuss the agreements.

5.7 Town License

Tabled until after the June meeting.

5.8 Annual Introduction & May 31 Invitation

Deanna will send out the Introduction letter

1. Adjournment

Motion to adjourn at 7:00 p.m.