

June 12, 2014

In Attendance: Rachelle Appleyard, Jan McClary, Gina Dehoog, Ian Lawson, Charlie McClary, Anita Tomayer, Jennifer Derbyshire, Steve White

Call to Order: 6:17pm

Discussion re: Revised Budget Proposal- In Camera

1) Approval of Agenda

Anita moved to approve the agenda. Seconded by Ian. Carried.

2) Additions to Agenda- 7.7 Family Pass  
7.8 Association Work Space  
7.9 Email Protocol

3) Appointment of Executives- By Acclamation- President- Gina Dehoog  
Vice President- Steve White  
Secretary- Jennifer Derbyshire  
Treasurer- Charlie McClary

4) Approval of Consent Agenda

Ian moved that Consent Agenda be accepted. Anita Seconded. Carried.

Re: Heritage Grant Denial- Charlie moved that the board look into possible appeal or resubmission of the grant application. Ian Seconded. Carried.

Ian, Charlie and Jan will look into the process for resubmission or appeal.

5) Follow Up From Minutes- Task List

a) Transfer of funds from inactive accounts- Ian moved that \$1685.45 from the Savings Account be moved into the General Account. Jan Seconded. Carried.

Building Fund (\$1118.57) will remain separate.

b) Identifying SRC donation to Draft Horse from Dec. 19, 2009- The board would like documentation from the Draft Horse group as to what funds were used and what is remaining from the donation.

c) Directors Manuals- Current Contact Information for all Board members to be added.

d)Service Contracts- Ian Moved that Jan contact BV Bobcat Services in order to negotiate a contract for manure removal for the fair.

e)ATCO Washroom project- This project has been cancelled by the Town of Smithers

6) Question Round- No questions at this time.

7) Business

7.1) FFMC Meetin June 18th- Charlie and Anita will attend.

Items for discussion-

Mine Rescue- This event required a large amount of time and effort on the part of our staff. In future we may require compensation for this type of event as our staff is paid and the event takes them away from their regular work.

Flip Flop Foam Dance- The organizers have been on site setting up since Monday. Rental agreements should be clear on responsibilities and timelines from set up to tear down. There are some concerns regarding Insurance etc.

7.2) BC Registries- Re: Annual Reports

It has come to our attention that our annual reports from 2010 to 2013 have been filed incorrectly as the AGM's have been held in January and should be held before the end of the calendar year. To rectify this going forward our AGM will be moved back to November as had been done in the past.

Ops Manual should include the need for the Annual Report to be filed every year. Jan will submit our ammended Directors List as soon as possible.

7.3) Advisory Panel- Due to time constraints we were unable to convene an Advisory Panel meeting before the upcoming FFMC meeting. Jan and Gina are working on a letter to send to all user groups and stakeholders to get the Advisory Panel up and running.

Ian moved that we send the Town of Smithers a sample/draf of the letter to User Groups . Jan Seconded. Carried.

7.4)Elks Notification re:BVX 2014- The Elks Club will not be running their food booth at this year's BVX. They have stated that they do not wish to rent their facilities to another group. The Board feels that this booth should operate as fair goers should have a variety of options for food, lineups at other booths will be increased and it does not look good to have such a key facility sitting empty during our largest event of the year.

Jan moved that we invite a representative from the Elks Club as well as Mayor Bachrach or a representative to our next meeting to discuss future plans. Ian Seconded. Carried.

7.5) Grounds Worker Availability- We will ask Matt to be available on call within reason. We will respect his time regarding hay season and other farming requirements.

7.6) Mine Rescue Follow up- This item was addressed in item 7.1

7.7) Family Pass Pricing- There is a need to address the family Pass Pricing for Family Day on Sunday.

Ian moved that the price be lowered to \$25 for 2 adults and up to 6 children. There was no seconder.

Jan moved that the price be lowered to \$30 for 2 adults and up to 4 children under the age of 16 (for Sunday only). Steve Seconded. Carried.

7.8) Association Work Space- There is a requirement for many hours of work and a large amount of printing and photocopying on the part of the Board to properly conduct it's business. This work often interferes with the requirements of our staff in day to day operations. An office space is available at Remax at a cost of \$200/month.

Ian Moved that we spend up to \$800 (four months) to secure office space off site. Anita Seconded. Carried.

7.9) E-mail protocol- There is a large amount of e-mails being sent amongst Board Members as many issues need to be addressed between meetings. It is often difficult to ascertain the urgency of these messages and wether or not a response is required. Going forward, the subject lines of these e-mail communications should include FYI- denoting that the message id for information purposes only or Action/Input Required denoting that a decision must be made and the member's input is needed.

Meeting Adjourned at 9:00pm

Next Meeting June 26, 2014 at 7:00pm