

BVAIA Minutes for July 24th, 2014

In attendance: Gina Dehoog, Charlie McClary, Jan McClary, Anita Tomayer, Jennifer Derbyshire, Ian Lawson
 Guest: Harry Houlden

Call to order: 7:05pm

1) Approval of Agenda

Ian Moved to accept the Agenda. Anita Seconded. Carried.

2) Additions to Agenda- 6.8) Permit for 4H Auction

6.9) General Manager's e-mail

3) Approval of Consent Agenda- **Ian Moved to accept the Minutes from July 10th and approve the Consent Agenda. Anita Seconded. Carried.**

4) Follow Up from Task List-

-Service contract has been sent to BV Bobcat as per July 10th meeting.

-Mine Rescue (Seacans) Doug Flynn is away until today. Charlie has left a message for him and will follow up. The Mine Rescue equipment needs to be moved to a different location.

-Elks Club- They will not allow another group to use their facility during the Fall Fair due to insurance concerns. The other service groups have agreed to the use of food trucks to ensure enough food service for fair goers. If propane is turned off the venue could possibly be used as an info center or ice cream stand.

-Advisory Panel- Gina, Jan and Ian have been tasked with setting up the panel. Would like to get up and running immediately after the fair and meet before the next FFMC meeting.

-BV Bowman- We will not pursue overflow camping in the Archery area this year.

-Hudson Babes- Have been contacted. Rental of the Davidson Hall can proceed. Jan will contact current RV Storage clients. Some can be accommodated elsewhere on the grounds.

* At this point in the meeting Harry Houlden stated that he would be interested in filling one of the vacant positions on the BVAIA board. **Ian Moved that Harry Houlden be appointed to the board. Charlie Seconded. Carried.**

Question Round

Ian- What is a Sea Can? It is a large steel box used for shipping or storage.

Business:

6.1) Grounds upgrades- Deferred to item 6.7

6.2) Budget re: Light Horse- Some changes from last year- Last year's actuals were used to prepare the budget. Sponsorship will be higher than anticipated and judges costs will be lower. The revised budget has been reviewed and is fine.

6.3) Mall Vendors- Some vendors from last year have not yet submitted applications. Jennifer will contact Integrity Lock and Key. Ian will contact Carrier Sekani.

6.4) Entertainment lineup- Not included in coordinators report- should be complete by July 28th. Jenna is handling the lineup.

Things to consider for next year- More local talent would put us in a better position to apply for the Heritage Grant again. Big name acts put a strain on the fair that may not be worthwhile. Maybe it is time to revisit the entertainment and go back to a "grass roots" approach.

6.5) Smart TV's- The grant was based on a "go green" initiative. Will facilitate emergency situations and provide a paperless alternative for sponsor recognition, schedules etc.

Placement suggestion- One at hall, one at info booth, one at main gate and one at the fair office. We will need to get input from Rachelle on this.

6.6) Balance and Income Statement- BVAIA claimed \$1068 in GST for the Rodeo Contract last year. SRC does not have a GST # at this time and the contract did not include gst.

Ian Moved that we correct last year's remittance to reflect the error in GST for the Rodeo. Charlie Seconded. Carried

Society Report- Amount should be \$45, not \$15. We can correct this when Harry's name is submitted. **Jan Moved that we rectify the underpayment to the Societies Registry with submission of Harry's nomination. Ian seconded. Carried.**

6.7) Addition's to GM Report-

New exit gate? Proposed new gate between Gates 2 and 3 for exit and possibly VIP entrance- The general feeling of the board is that we have paid to upgrade the existing gates and should use them. People tend to exit through the same area they enter. Having the Rodeo gate open after 3pm will ease congestion.

Harry Moved that we utilize the existing gates as they are. Ian Seconded. Carried.

Swine Barn- 4H has \$1000 for electrical work. The quote from Bulkley Electric is much higher but includes more than what is absolutely necessary. 4H will work with Bulkley Electric to address safety issues within their budget at this time.

Expenditures- Request from Rachelle to define Expense gl for the following items-

Flowers from 4H (\$300)- General supplies * note- in future we should have a defined budget for beautification of grounds*

Office Rental at Remax (\$400) BVAIA expense

NSC Jumps (\$300)- Advertising

Donation to 4H Horse Camp (\$250) Advertising

Agri Digest (\$130) Advertising

Tel Ken Alarm (\$295 + \$801) Repairs and Maintenance

VIP Saloon Tent Cancellation- The board would like clarification as to whether CJFW has agreed to \$1000 in return for cancelling the tent. If this is agreed to we should go ahead and cancel as the costs of running the tent far outweigh any benefits to the Fair at this time.

*The Board did not have access to the full contract with CJFW at the time of discussion. In future, the Board should have access to all contracts to aid in proper and timely decision making.

6.8) Permit for 4H Auction- No concerns with this permit. **Anita Moved that Gina sign off on the permit application. Harry Seconded. Carried.**

6.9) General Manager E-mail account- Rachelle has chosen to keep the BV Finance account for her use. Jan is currently checking emails daily and forwarding relevant items as needed. Anita would like the account to be accessible in the office if possible.

Meeting Adjourned at 9:45pm

Next Meeting Aug.14/14 at 7pm