



**Location:** Brussels Legion (downstairs)

**Date:** Wednesday, September 6, 2023

**Time:** 7:00 p.m.

## Brussels Agricultural Society General Meeting

### In Attendance

Marie McCutcheon, Evelyn Hillier, Terri Gray, John Lowe, Jackie Garniss, Bessie Johnston, Linda Garland, Lois Lee(guest), Matt Cardiff, Lori Vader, Crystal Blake, Crystal McCallum, Aleisha Ribey(guest), Monique Baan, Morgan Deitner, Paislee Ribey, Isla Fischer, Loretta Higgins, Dorothy Cummings, Glenda Morrison, Zoey Onn, Peggie Aitcheson, Kate Aitcheson, Jenna Fischer, Gail Jaycock, Pam McLellan, Rhonda McArter, MaryAnn Thompson, Joan Bernard, Brenda Perrie, Dona Knight, Murray Hoover, Rosie Kellington and Reg Vinnicombe.

Regrets: Sandra Machan, Justin Morrison, Janelle Cardiff, Mary Douma, Sean

Mitchell **NOTE:** Quorum achieved.

### Approval of Agenda

The agenda was reviewed. The motion to approve the agenda (M. Bernard) was seconded (Z. Onn) and passed.

### Approval of Minutes

The previous meeting minutes were reviewed. The motion to approve the previous minutes from the August 2, 2023 meeting (Z. Onn) was seconded ( L. Garland) and passed.

### President's Report

R. Vinnicombe welcomed attendees and new member, Jackie Garniss. There were no follow ups required on the action items from the last meeting. **Action items for this meeting are indicated in red throughout this report.**

### Homecraft President's Report

L. Garland circulated a list for members to sign up for the potluck at the Fall Fair. She noted that the Spinning Demonstration will now be on Tuesday and Wednesday with no display. C. Cardiff of the Junior Section could use more help so L. Lee has volunteered.

### Treasurer's Report

An updated Financial Report Balance Sheet and Profit & Loss Statement was provided by J. Lowe and G. Morrison and shared prior to the meeting in an email. J. Lowe went over the information. J. Lowe informed the members that we have received sponsorship from CIBC of \$50. The motion to approve the treasurer's report (M. Cardiff) was seconded (M. Baan) and passed. **(J. Bernard will look for Jan. -Dec. 2019 Financial Statement that would have been at AGM in 2020 and give it to G. Morrison)**

## Ambassadors' and Ambassador Sub-committee Reports

M. Deitner introduced the three new ambassadors for 2023. Isla Fischer is the new Little Ambassador, Paislee Ribey moves up from Little to Junior Ambassador, and Loretta Higgins is the new Senior Ambassador. M. Deitner said the Competition went well and they were pleased with the new format. The Committee is planning to clean up any hiccups that have arisen from the new format changes. The Ambassadors will be attending the Fair Craft Days at the Brussels Library which are occurring two Saturdays before the Fair. They will be volunteering from 10-noon to help fill out the tags, etc. (M. Speer to arrange)

## Ladies Night Sub-committee Report

J. Fischer reported that the tickets are approximately half sold for the Ladies Night that will take place from 5:30pm until midnight on Saturday, October 21, 2023, at the Brussels, Morris & Grey Community Centre. They have been busy collecting prize donations. M. Thompson, who is spearheading the dinner, will be circulating a volunteer sign up sheet for Friday and Saturday before the meal and will be looking for donations of tarts and squares from the members. Their next Sub-committee meeting is on Sept. 7th.

## Old Business

### 2023 Brussels Fall Fair

The following Fair items were discussed:

- AssistExpo Set-up and Orientation: R Vinnicombe reported that Homecraft is ready to go online. Exhibitors will be able to set up an account for their whole family, then go back in and enter the classes and entries. (Reg will ask J. Morrison to post the online entry user guide on the website before R. Kellington posts a FB ad with the instructions.) Their membership number must link to their participant id so new participants will have to be entered. M. Thompson asked if the participant number in AssistExpo is the same as our membership number and Reg confirmed that yes these numbers will be the same. R. Vinnicombe indicated that preventing a person from making an online entry if their membership isn't paid has been deactivated and exhibitors will need to pay. J. Lowe when they drop off their exhibit. Currently our bank account is set up to accept e-transfer or PayPal so for now, people will need to pay in person. If we change our bank account configuration we could activate this functionality.
- Children's Program: M. Cardiff discussed the Birds of Prey show on Wednesday and it was decided that there should be two shows. He told the members that J. Cardiff has kids activities planned from about 9:30-11 for the Northwoods students. (T. Gray will contact Northwoods to ask how many students are coming to plan for food, so she will also ask them what time they will be at the Fair and will share the times and numbers with M. Cardiff.) It was decided that the Brussels Old Colony School would not be directly invited since they don't sponsor the Fair, however anyone can attend the Fair. M. Cardiff indicated that he will need volunteers to help run the children's programs and the Ambassadors volunteered to help. C. McCallum reported that the Petting Zoo is there both days with the same hours as the exhibits being open.
- Parade: J. Lowe stated that the Ambassadors need to be down at the ball diamond to help judge the entries by 10:30am.
- Country Games: Crystal Blake informed the group that the country games will rotate every 20 minutes in a round robin style which will take less volunteers. Most of the supplies have been donated.
- Advertising/Marketing: The motion to approve the increased cost of the ad in the Citizen (D. Cummings) was seconded ( L. Vadar) and passed. (R. Kellington will continue to replenish the postcard advertisements and Fall Fair booklets at local businesses until they run out and distribute entry tags to about 6 main locations including Library, Variety, etc.)

- **Livestock Show:** D. Cummings asked how many members are in the beef club with the answer being 28 members. She stated that she will work with John to put together the envelopes for the sheep and beef club members for participating. J. Lowe said to keep track of the sheep exhibitors since we don't know how many will participate until the day of the event.
- **Farmers Market Ticket (Basket Raffle and Fall Fair Dinner) and Merchandise Sales :** R. Vinnicombe reported that sales at the Market have been poor due to low attendance. R. Kellington let the members know that the Foodland manager has offered to let us sell tickets anytime they are open up until the Fair. She asked for volunteers to sell basket and dinner tickets and merchandise at Foodland the week prior to the Fair. She also passed around a volunteer sign up sheet for basket raffle and 50/50 ticket volunteers on the Fair days. J. Lowe reminded the group that we need adults to volunteer to sell 50/50 and be at the raffle ticket table. (R. Kellington will create a chart and email to members to sign up for times that they are available to help. J. Lowe will coordinate getting the tickets, float, etc. to Foodland. R. Vinnicombe reminded the section leads to get items for their raffle baskets asap (up to \$175 with receipts given to J. Lowe) and give them to L. Vader to make up baskets. L. Vader could discuss arrangements with J. Machan to display a basket or a picture of a basket for advertising. J. Lowe encouraged members to take books of raffle tickets to sell.
- **Home Decorating Contest:** C. Blake indicated that there were only 2 entries to date. J. Lowe recommended that Municipal councilors be asked to be judges. (C. Blake to follow up.)
- **Pennants for Sponsors:** D. Cummings said they are in her car and ready to install.
- **Little folks show:** B. Johnston asked to get the multi-coloured ribbons (R. Kellington to arrange for her to get to them)
- **Beef BBQ:** T. Gray talked about the need for volunteers in shifts for the beef BBQ and sent around a sign up sheet for Tuesday. (R. Kellington will email the lists to remind people of their shifts and indicate remaining spots to fill. M. Cardiff asked for picnic tables from the ball diamond pavilion to be brought up to the arena to accommodate the rush of people at certain times for the dinner.) We are using paper plates and real silverware so we will need a volunteer to man the garbage cans to avoid losing silverware which is still better than several volunteers to wash real dishes. (HE councilors will be in touch with J. Lowe for dinner tickets.)
- **Signage:** (D. Cummings provided signs to R. Kellington and J. Lowe to be put up in the surrounding towns.)

**Hydro (and Water) Line to Shed:** R. Vinnicombe reported that HE guaranteed water and hydro for the Fair. However, if they are not finished, HE will have to provide a temporary hook up with a hose around the building. For hydro, they are waiting on a transformer. A. Corbett and B. McNaught are discouraging foot traffic on the west side of Centre. The zamboni will be removed. R. Vinnicombe assumes there will still be lots of construction material around the fair site. A. Corbett gave us permission to use the grass on the west side from the tennis courts to the ball diamond. D. Cummings asked if there was extra lighting for the bouncy castle area. The trucks for the livestock show will come in through the east side and the municipality is aware that there will be a claim if anything happens. Z. Onn confirmed that the inflatables group will arrange to rent and bring portable lights.

**BMG Community Centre Renovations:** R. Vinnicombe reported that due to the state of the arena we need to be flexible with our set-up. We need to assume that the construction is still ongoing on the day of the fair. M. Hoover reiterated the fact that sections with heavy items be moved closer to the west end door. Changes in locations of sections on the floor plan were discussed at the last meeting.

## New Business

- **Food Booth:** T. Gray talked about the items which will be for sale at the food booth and for the Northwood students. She asked for volunteers to help on Wednesday and sent around a list for

members to sign to volunteer. (R. Kellington will email the lists to remind people of their shifts and indicate remaining spots to fill).

- Pie Table: T. Gray informed the group that J. Cardiff would like to ask and pay Jenni Shimanski to make some pies and also have some donated. Because we need pies for both days at the Fair it is too much for them to make them all. R. McArter asked where the tables would be set up.
- Volunteer Lunch: P. McLellan said that the room upstairs in the arena with kitchen is available if you ask Abi and if she says no, ask Brad McRoberts. It would be more convenient to keep the volunteer lunch away from Jeff's dinner set-up if possible.
- Market Vendors: R. Vinnicombe informed the group that vendors would like to be around the perimeter and for the need to be flexible. We need to fit in the OMAFRA display as it brings us income. Z. Onn said the Leo's snow cones and cotton candy sales for Tuesday are already set up with the health inspectors with safe food handling.
- Setup: M. Cardiff asked if we'd like to move the big stuff in on Sunday morning at 9am and after some discussion about Saturday possibilities, it was decided to go ahead on Sunday. (R.Vinnicombe will ask A. Corbett to have the arena open at 9am) It was decided to meet at 1 pm for smaller stuff. It was noted that the cement blocks need to be removed before Sunday so we can get into the building. R. Vinnicombe was promised by A. Corbett and B. McRoberts that the west entrance will open through the zamboni doors.
- Registration (including data entry of paper exhibitor forms): R. Vinnicombe explained that exhibitors still need to complete entry tags. He was not sure if there is wifi anywhere at the arena due to the construction. He said we won't know until Sunday if the internet is available or not. He stated that we may have to do all the reports post fair and then send them to J. Lowe with who to pay out. M. Baan said the Library has an internet hub and wondered if we could try that but after some discussion it was decided to wait and see until Sunday.
- Any other Fair Fall items for discussion: Z. Onn reminded the group to not forget about fitting in Snippity. Z. Onn said there is music booked.
- First Aid Coverage: Since the meeting we have been informed that St. John's Ambulance couldn't find any volunteers so they won't be coming. J. Lowe will have some basic supplies and have ice available for bee stings. Anything else, we offer EMS (911).
- Clinton Raceway Fundraiser: J. Lowe has been in touch with the marketer and he will contact them again in the new year to discuss further and make plans.

## Correspondence and Announcements

- 2023 Brussels Fall Fair: September 19-20, 2023 at the Brussels, Morris & Grey Community Centre. Theme: Bank Barns and Spinning Yarns
- 2024 OAAS Convention: February 22-24, 2024 at the Sheraton Parkway Hotel, Toronto North, Richmond Hill. Details to follow

## Adjournment

The meeting was adjourned by D. Cummings. The next meeting will be Wed. Oct. 4th, 2023 at 7:00 p.m. at the Brussels Legion (downstairs) To accommodate those who were not able to hear well, the executive could be positioned more centrally and the Legion microphone could be used.

Minutes submitted by: Rosie Kellington

Minutes approved by: Reg Vinnicombe