

Ontario Association of Agricultural Societies
Zoom Board Meeting
Tuesday, June 16, 2020, 7:30 pm



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

Absent:

Guests: Mike Dupuis

Minutes

1. Call to Order
2. Welcome/Introductory Comments – Brian Slaughter
3. Roll Call – feedback on our letter-writing campaign

4. Appointment of Action Sheet Recorder – Valerie Allen
5. Approval of Agenda
 - Motion** by Linda Murray to approve agenda as presented
 - Seconded** by Heather Owens
 - Carried**
6. Declaration of Conflict of Interest
7. Reminder of Code of Conduct signed
8. Approval of May 19, 2020 Minutes
 - Motion** by Rodger Lyster to approve minutes as presented
 - Seconded** by Zach Prescott
 - Carried**
9. Any Business from the minutes
10. Review Action Sheet
11. Correspondence Received
12. General Comments - Beth Howell-Vervaecke

At the recent Executive Meeting, it was brought up through a conversation that some Board Members feel that they are not getting information provided to them. I want our Board Members to know that all meetings I am at have minutes taken and are presented along with all other committee reports for approval by the Board. I heartily recommend that as Directors, you ask questions about any of the reports presented at meetings as well as clarification about issues in the minutes. My personal belief is that there is transparency of information, and I can assure you, I as well as everyone else will answer any Board question with openness.

One of the results from the evaluation of last year’s Board was agreement that Board Members were not as involved in meetings as expected. I would ask that all Board Members pose questions throughout the meetings and to the committees and the executive for the reports that are written. The biggest tragedy is that opportunities for explaining issues or positions were lost because a question was not asked. As a Board Member, your role is to be informed and be an informed member. This cannot happen by sitting quietly through a meeting. Questions are welcome and encouraged.

13. Committee Reports

Motion by Liz O’Gorman-Smit to receive Committee Reports as reported
Seconded by Heather Dillon
Carried

Program Committees

First Impressions/Strategic Implementation Program – report

- More interest in the fall than during the summer
- Recommended that all Provincial Directors take it, but only a few have been trained. Leonard – the presentation would give you a good idea of the program if you don’t have time to take the training
- Excellent tool – more should take advantage of it

Actions:

- Follow up with those Agricultural Societies who had initially expressed interested in doing the Strategic Planning program

Recommendations:

- Committee to prepare a letter for the Provincial Directors to circulate to Agricultural Societies who may have the time and interest to do the Strategic Program as a result of changes since fairs began cancelling

Youth

- Meeting set – will present a document after that meeting

Standing Committees

Executive – report

1. Concerns expressed regarding alternatives to fairs

- There has been some feedback from Districts and fairs feeling that they must provide alternative programming to a live fair
- Brian and Vince have contacted those who expressed the concerns and assured them that the webinars are just providing information for those agricultural societies who wish to explore this and not something the OAAS or CAFE are directing them to do.

2. Concerns over lack of Board communication

- As was noted in the annual Board evaluation as well as concerns expressed since then, not all Provincial Directors are participating in discussion at monthly meetings. Specifically, the Executive notices that Provincial Directors are not asking questions about reports or probing to get the information they feel is lacking or missing.
- Since we have to use Zoom, we need to make the most of the facilities it provides. Therefore, the following actions were recommended:

Actions:

- *Invite more feedback from PD’s*
- *Keep video on during meetings as much as possible*

Finance – report

1. Review of Balance sheet and 2021 budget

Actions:

- Review the returning of registration fees to those who volunteer to help at Convention
- Grace to address covering costs of Ad Hoc committee members with Ambassador Committee

- Review the need for the App for 2021

Recommendations:

- Fall OAAS Board meeting be held by Zoom
Motion by Liz O’Gorman-Smit that the Fall OAAS Board meeting be held by Zoom
Seconded by Brenda Tipping
Carried: Yes 17; No 0; Abstain 0
- Defer Website redesign beyond 2021
Motion by Liz O’Gorman-Smit that the Website redesign be deferred beyond 2021
Seconded by Doug Yeo
Carried: Yes 16; No 0; Abstain 1

2. Late fee for those not submitting (Membership)affiliation fees by December 31 deadline

A suggestion that the Board implement a charge to any Agricultural Society not meeting the December 31 deadline to submit affiliation fees effective December 31, 2021.

Define the charge - per month/ per year/?? – need to clarify the process – is it simple or compound interest?

Vince will check with other Provincial Boards to see what they do.

Sponsorship – meeting planned

Governance – report May 26 next meeting June 23

1. AODA

Actions:

- Randy and Vince will work on including an introduction to the letter and place it on letterhead.
- This introductory letter and the training resource document containing the training links will be refined and shared with the committee members via email for feedback and approval.

Recommendations:

- Once finalized, the copy will be sent out to provincial directors. And then on to fairs.
- Timelines are that the letter is expected to be ready for the June Board meeting.
- Provincial Board Directors are asked to send their certificates of completion by July 1 to the chair of the Governance Committee.
- Following that, the memo will go out to the fairs so that they can begin their training
Motion by Leonard Riopel that we do not send the AODA letters to the Ag Societies until all Provincial Directors have completed the program.
Seconded by Brenda Tipping
Carried: Yes 12; No 1; Abstain 2
- Set AODA group session and any Provincial Director that is available can take it or otherwise, they can do it on their own at a different time. Wednesday, July 15, 7:30 pm for OAAS training – reply ‘all’ so Randy knows who is taking the training. Randy will lead it. Please take training by the July 21 OAAS Board Meeting.

Links to AODA training:

a) **Customer Service training module:** <https://accessforward.ca/front/customerService/>

This module covers the requirements for providing customer service in ways that are accessible to people with disabilities. Duration: 30 – 40 min.

- b) **General Requirements Module:** <https://accessforward.ca/front/general/>
This module provides an introduction to the accessibility requirements and covers requirements that cut across all the standards. Duration: 12 min.
- c) **Ontario Human Rights Code and AODA**
<http://www.ohrc.on.ca/en/learning/working-together-code-and-aoda/certificate-version>
Duration: 20 min.

2. **Staff Replacement Policy**

Actions:

- Heather Owen will send revised documents to Vince to prepare for final feedback before them being presented to the Board and provided for signatures by the Manager and Convention Administrator.
- Revised Manager document needs to be reviewed by Committee. Convention Admin document – needs to be updated and reviewed by Committee. Will need to be brought back to Board to be approved.

Convention Committees

Ambassador

Auction

Speaker/Sessions – report

1. **Intro of Ad Hoc members**

- Welcome and thank Rebecca and Pat to be considered as Ad Hoc members. Resumes attached to this document for board review.

Motion by Beth Howell - Vervaecke that the speakers and seminars committee wish to bring forward these two ad hoc members names, Rebecca Lyster and Pat Howell-Blackmore to work with our Committee during the year and at the Convention

Seconded by Glen Syme

Carried: Yes 18; No 0; Abstain 0

2. **Template for speakers' schedule**

Actions:

- Kathryn to reach out to Ambassador committee to discuss the option for them to join Friday morning sessions
- Pat to reach out to Farm Market contact and see what could be organized
- Rebecca to reach out to Health unit contact and see what can be organized on the what and how fairs will be able to do to open for 2021
- Kathryn to take a bit of time at next OAAS board to bring forward ideas we need input from PDs on what fairs from their districts would be willing to share on the panel topics

Motion by Beth Howell-Vervaecke that the speakers and seminars committee request a letter be written and sent by the Convention Administrator to the Ministries of Ag and Public Health requesting them to do a presentation at our Convention on the Provincial Health regulations that must be followed by our Agricultural Societies and fairs to resume their normal mode of operations.

Seconded by Brenda Tipping

Carried: Yes 17; No 0; Abstain 0

Linda – reach out to Rick Mercer as a speaker

Heather Dillon will try and get a contact – he was at Rockton Fair

Registration – no meeting

Competition - no meeting

Hospitality – no meeting

Ad-hoc Committees

175 Anniversary – report

1. Request for the history of current fairs

Actions:

Doug will write up a note, and then Vince will send out to fairs.

2. Memorabilia

Actions:

Guy to send to Vince more images to use on the website, organize what he will bring. Guy will work with Kathryn to set up which rooms will be able to be used.

3. Historical map of fairs

Actions:

Leonard will work with Guy to fill in a map that has the old and current fairs shown to be used at Convention.

4. Anniversary swag

Actions:

Kathryn will ask the person who has a template once she is open to set up pricing for shirts. Kathryn to reach out to find pricing for luggage tag, pen and pin and then bring prices to the next meeting, now that stores are more open.

5. 175th flag, sign, and banner

Actions:

Vince and Kathryn will check now that stores may be able to give quotes to use 175th logo.

6. Competitions

Actions:

Vince confirmed Rob Black and Bruce Sargent have been asked and they will judge the competitions

7. Quilts

Actions:

Beth to contact Heritage Park staff and set up date to get video and organize quilts.

Other ideas – Thought that Convention could be a reunion of sorts to include inviting all past District and provincial directors and presidents. Make sure there is a big birthday cake at Convention to celebrate.

Judging Panel - no meeting

14. Financial report – Vince Brennan

- Review Statements, Balance sheet, Income and Expense, 2020 Budget

I am working on the 2021 proposed budget, taking into account the decrease in income for 2021 from Membership fees and Convention.

Motion by Wayne Pfeffer to approve Financial Reports as presented

Seconded by Glen Syme

Carried: Yes 18; No 0; Abstain 0

15. Board Goals and Strategic plan for 2020 - update by Beth Howell-Vervaecke

- Added information to the original document
- Do we take items off that are incomplete or leave for next year?
- Suggestion to that each board member bring forward 3 items for next years Strat plan
- This one is more of a working document – should be what we are looking at - needs to be a more simplified plan & needs to be revamped for next year.
- Brenda – don't think any of us the energy to revamp it right now
- Are we okay where it is and move forward fresh next year?
- Doug – some of the things that haven't been done are we are in the process of achieving them, i.e. meeting with Ag Minister; meeting with
- Leave as-is:
 - Motion** by Beth Howell-Vervaecke that we leave the Strat plan for 2019 and 2020 and revamp it in 2020
 - Seconded** by Doug Yeo
 - Carried:** Yes 17; No 0; Abstain 0

16. Manager's Report

Newspaper articles – TVO

- Letter writing Campaign – if every Ag Society had 10 people send letters to the Premier, Ministers Hardeman & MacLeod and local MPPs – that would be over 8,000 letters
- I have been cc'd on a number of letters from local Ag Societies.
- Have had responses from MPPs already – have spoken with Lisa Thompson – have a meeting set up next week with her
- Spoke with Mike Schreiner, MPP for Guelph – leader of Green Party
- A couple of other meetings with MPPs booked
- If you haven't sent your letters yet – please do so ASAP
- Please work with your District Directors to ensure that all the Ag Societies in your District have received my emails regarding the letter-writing campaign and stress to them how critical it is that they send these letters.

If I get a question in the future asking why didn't the Ag Societies didn't get more funding or why hasn't the OAAS lobbied the government – the first question I will be asking is how many letters did your Ag Society, its Directors and members send?

- Federal – joining a meeting with CAFE re federal funding
- Webinars – did 14 since April 1 – averaged well over 100 people per seminar.
- All the recordings are on the website.
- Meeting regularly with Provincial and IAFE State and Provincial associations
- Meet regularly with Tobias Clarke, OMAFRA
- Fall Meeting – should we meet in person?
- I am happy to see how many fairs are doing some events to celebrate their Fair week or weekend. Check the fair websites – there are some imaginative and creative ideas. We have shared any we see on the OAAS website.

17. Convention Administrator Report

- 175th-anniversary celebrations –

- Clothing – some options – will send to everyone in an email. Directors to deal with the company directly
- Hotel – PD's – ensure you have contacted the hotel and confirmed your registration with a credit card.
- July 1 – holiday – maybe delay the date to book rooms by a day
- Homework for seminars and speakers – suggestions of speakers – send suggestions to Kathryn by the end of week
- What do large events look like at your hotel?

Question - Are we considering having people preregister for seminars due to limits on the room?

Brian – do we need to meet in July? Could still have committee meetings.

Poll – Next meeting to be held in August

Adjourned

Next meeting - August 18

#FairAreResilient