

**Ontario Association of Agricultural Societies
Board Meeting
November 30th, 2021 at 7:30pm**



Present: Valerie Allen, Lauren Armstrong, Carol Cann, Heather Dillon, Mike Dupuis, Beth Howell-Vervaecke, Grace Mullen, Linda Murray, Liz O’Gorman-Smit, Heather Owens, Leonard Riopel, Angie Robinson, Bart Scherpenzeel, Brian Slaughter, Glen Syme, Andrew Taylor

Staff: Vince Brennan, Kathryn Lambert

Absent: Randy Creighton, Andrew Icton

Guests: Lorna Wilson

Minutes

1. Call to Order at 7:30 pm sharp
2. Welcome/Introductory Comments - Beth Howell-Vervaecke
3. Action Sheet Recorder – Linda Murray
4. Approval of Agenda - call for any additional items
Motion by Valerie Allen to approve agenda as presented
Seconded by Liz O’Gorman
Carried
5. Declaration of Conflict of Interest
6. Reminder that Code of Conduct has been signed
7. Review Action Sheet

8.

Action	By Whom	When
Investigate whether it would be of benefit for OAAS to have charitable status.	Vince to investigate	Ongoing - Accountant is working on completing the required paperwork
Explore if there is interest in District Directors’ Meeting	Liz and Linda to look into it.	Gather information before next meeting. Completed
OMAFRA list for annual grant returns	Provincial Directors to follow up with Districts so that they understand that it will need to be completed.	After Vince sends out email reminders

9. Approval of Oct 22 and 23, 2021 meeting minutes
Motion by Brian Slaughter to approve minutes as presented.
Seconded by Mike Dupuis
Carried

10. Any business arising from the minutes? none
11. Correspondence received

12. Finance Report
Motion by Linda Murray to accept financial reports as circulated

*“The OAAS is committed to providing an environment in which all persons are treated with respect and dignity.
The Designated Harassment Officers are Brian Slaughter and Andrew Icton.”*

Seconded by Glen Syme
Carried

13. Manager updates – Vince Brennan

- Following up on questions regarding Agricultural Society membership fees.
- Met with a couple of Agricultural Societies having significant challenges
- Phone/ conference calls with 3 Agricultural Societies that were having volunteer issues
- Attended Leamington Agricultural Societies AGM.
- Taking part in the Governance Solutions course every Wednesday
- Accounting is taking up a lot of time with Service Member and Tradeshows etc
- Registrations and Ag Societies membership fees – is using up a lot of time
- Attended most of our District AGMs to date
- Normal day to day activities
 - Accounting, emails, phone calls, committee meetings, Zoom calls and webinars, etc., etc.
- Following up and providing information for OMAFRA Annual returns etc. – sent out a reminder email and usually several emails or phone calls daily about it since the email.

Discuss about creating an individual OAAS Membership.

Have received a few requests to see if we have an individual membership. Suggesting a membership fee of \$50 – would allow Convention registration at Membership fee. Non-voting member.

Motion by Liz O’Gorman-Smit that we proceed with having an individual membership for people that are not affiliated with an agricultural society.

Seconded by Leonard Riopel.

Carried

14. Convention Administrator updates – Kathryn Lambert

- 80 days until convention !!!!
- Still waiting on 2 speakers to confirm, otherwise the rest are confirmed!
- 16 tradeshow booths are paid, 3 pending (out of possible 60)
- Currently have 24 service members paid for 2022
- All evening showcase acts are confirmed !! Still plenty of room for Family Entertainment Showcase performers
- Auction items are starting to trickle in (received JD Pedal tractor & Toronto Maple Leaf tickets)
- Sponsorship donations are starting to trickle in as well, from districts and Agricultural Societies
- I will be starting to build the mobile app for the convention, will have a sneak preview ready for the January meeting
- Convention registrations opens on December 1st, through online platform with AssistExpo.
- Tentative list of seminars are listed on the website
- Received very few photo and video entries for provincial competition.
- CONVENTION COOKBOOK: I will be putting together a convention cookbook again this year. Please send me via email at least 2-3 recipes before JANUARY 1st, to be included. You can extend the invite to District directors as well. This cookbook is free and handed out generally during a homecraft session at the convention

- BOARD AUCTION ITEM: Provincial Board members and Executive are asked to donate product for the barrow of booze for the live auction. Always a crowd favourite. Please bring donation to the Wednesday evening Board meeting at the convention. (6 or 12 pack and/or a bottle of wine/coolers etc.)
- I have started a 12 Weeks of Convention countdown on social media I will be doing at least one post a week promoting convention speakers, sponsors etc. etc.
- I will be seeking some convention volunteers, in the upcoming weeks/month, to assist with registration, auction & seminars.

15. Committee Reports – see website. (Motion for received committee reports)

Motion by Linda Murray to accept committee reports as received

Seconded by Grace Mullen

Carried

PROGRAMME COMMITTEES

- OAAS Programs
- Youth - report on website
Looking for a few more ag societies to take part in the initial pilot project

STANDING COMMITTEES

- Finance – report on website

Recommendations:

- The fee to perform be waived for the 2022 Convention and only the Service member fee be required. In the essence of time so that the Convention Administrator can notify potential acts, a vote be held via email.

Motion by Brian Slaughter that we suspend the showcase fee just for this year.

Seconded by Liz O’Gorman-Smit

Carried Electronic voting poll was sent out previously by the Manager

Recommendations:

- Prepare for presentation of *new program* at 2023 OAAS Convention

Recommendations:

- Review the governance model of the OAAS based on other models of similar organizations (breed organizations, 4-H, etc) by Executive committee/HR committee.

- Human Resources -
- Nomination -
- Sponsorship/Funding –

- Governance – 3 reports on website

October 26, 2021

- Appendix E – District Director and District Director Roles and Responsibilities
- Suggested wording changes, and details were added for clarification and to reflect our policies in regards to the District Director roles and responsibilities.

Actions: Heather will finalize document with our suggested changes and provide them Vince to send out for an electronic vote.

“The OAAS is committed to providing an environment in which all persons are treated with respect and dignity. The Designated Harassment Officers are Brian Slaughter and Andrew Icton.”

Motion by Carol Cann to amend Appendix E District Board and District Director Roles and Responsibilities.

Seconded by Linda Murray

Carried – Electronic voting poll sent out by Manager

November 23, 2021

- Terms of Reference for District Boards – new document

Motion by Linda Murray to accept the Terms of Reference for District Boards as amended

Seconded by Glen Syme

Carried

- Code of Conduct (F.14.1)

We discussed and reviewed the Code of Conduct (F.14.1), and discussed having them applicable to both Provincial Directors and District Directors. Minor amendments to the language of the document were made to make this document clearer

Motion by Bart S to accept the Code of Conduct (F14.1) as amended to make them applicable to both Provincial and District Directors and ad-hoc committee members.

Seconded by Valerie Allen

Carried

- Board Operations Policies 12.1 and 12.2

Board Operations Policy – District Director Role 12.1 and Board Operations Policy - District

Board/District Executive 12.2 are new and were created to reflect the District practices within our OAAS

Terms of Reference. These are short but necessary additions to our documents.

Motion by Mike Dupuis to accept the Board Operations Policy – District Director Role 12.1 and Board Operations Policy - District Board/District Executive 12.2 as amended.

Seconded by Carol Cann

Carried

CONVENTION COMMITTEES

- Ambassador
- Auction
- Speakers/Sessions – report on website

- Registration
- Competitions – report on website

- Hospitality

AD HOC COMMITTEES

- Judging Panel - report on website

Recommendations:

- That we allow an extra year to recertify for Judges that last attended Judging schools in 2016. They will be allowed until January 1, 2024, rather than January 1, 2023 to successfully complete judging schools to recertify in those Categories and a similar recommendation for Apprentice Judges.

Motions:

Motion by Leonard Riopel that the Board approves the following change under

A) Certified Judge section 2. Requirements in the *“Requirements for OAAS Certified and Apprentice Judges”* document to “Judges listed on the current “OAAS Certified and

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Apprentice Judges Lists”, who have not attended an OAAS Judging School since 2016 will have until January 1, 2024 to participate in a Judging School to maintain their certification.”

Seconded by Heather Dillon
Carried

Motions:

Motion by Liz O’Gorman-Smit that the Board approves the following change under **B) “Qualifications for Apprentice Judge”** section **2. Requirements** in the “Requirements for OAAS Certified and Apprentice Judges.” document to “Apprentice Judges listed on the current “OAAS Certified and Apprentice Judges Lists”, who have not attended an OAAS Judging School since 2016 will have until January 1, 2024 to participate in a Judging School to maintain their place on the Apprentice Judges List.”

Seconded by Brian Slaughter
Carried

- 175th Anniversary
- Hiring position for sponsorship – report on website

Recommendations:

- The timeline for proceeding with the posting of this position will be:
 - The position be announced at Convention 2022 as part of the AGM
 - Position will be advertised with a closing date of approximately March 15, 2022
 - Potential start date of Spring 2022.
- A draft will be shared with the Board at the November 30 meeting.

Motion by Linda Murray that we go forward with this job description for a part time contract.

Seconded by Heather Owens
Carried

16. Adjourned

Next meeting Jan 18 , 2021

Next Board Meeting dates: Jan 18, 2022, Feb 17–19, 2022