



Shannonville Agricultural Society MEETING MINUTES

Date: Oct. 11, 2023

Time: 7:00 pm

Location: Twp. Rec. Hall



1. Call to Order at 7:02 pm
2. Roll Call: Carla, Francis, Mac, Terry, Pat, Heather, George & David
3. Adoption of Agenda: M/S: Francis / George - carried
4. Minutes of Last Meeting: M/S: George / Carla - carried
5. Treasurer's Report: M/S: Carla / David to accept the written and verbal report from the Treasurer – carried
 - Financial Transaction Report from Dec.1, 2022 to Sept 30, 2023 was distributed.
 - Major Fair Events & Total Fair Financials for 2023 vs 2022 was distributed.
 - 2023 SAS Financials for all events during the year was circulated.

5.1 Preliminary Financial Results of 2023 Fair

Carla reported that all financials coming forward from 2022 and through 2023 were all okay and will summarize with the year end report and audit.

- Going forward cash payouts will not be allowed, unless an established SAS form is created and applied to any cash payout, and signed off as an official record of transaction.
- Going forward we need to develop the necessary paperwork for all processes for all financial transactions, vendor registrations, vendor insurance, contracts and misc. agreements.

- 5.2 Invoices to be paid: OAAS Fees of \$271.20 based on Gate Fees 10,000. To 14,999.
: Other misc. invoices were reviewed and discussed

Motion to Pay the above invoices: M/S: Terry / Pat -carried

- Note: At this point the cheque book and related paperwork was handed over from Heather to Carla. As previously agreed, Carla will process all future cheques getting signage approval from 2 of the 3 signers (Heather, George or David)

6. Correspondence: Items: OAAS Convention Feb. 22-24, 2024 (see 8.1)
: OAASFAIRS – Annual Membership Renewal Notice due Dec. 1, 2024 (see 5.2)
: Split Rock Farms (referred to 8.3)

7. Old Items of Business & Items carried from the last meeting minutes:

7.1: Membership: Review of current membership numbers

- Quick review of new members and need to update and confirm total membership and membership cards at our next meeting

7.2: Bird Auction Results

- Peter & George attended, cleared barn of Elsie's Trailer and the Fair Train. Received \$400. Rental cheque which has since been deposited.

7.3: Volunteer Thank You Dinner Update

- As of tonight we have 39 confirmed attendees
- As requested, David will extend invitation to Aiden. Note his mom will also be invited as she is the sponsor providing walki-talki's (BearCom)
- David will get stick-on name badges for the event.
- David plans to have a background Power Point presentation of 2023 Fair Photo's including sponsor business cards.

8. New Business

8.1: OAAS Convention

- Heather promoted this event and the benefits of attending.
- Look to our website for more specific details (click on OAAS Information), but it was noted that it would cost about \$600. Per person.

8.2: Year End Report & Government Grants through TPON

- David advised that the required material for the year-end report should be received in Nov.
- This years grant will also include the \$1500. for our display at this years fair.

8.3: 2024 Budget and what's in and what's out

- Big ticket item has been deferred to our Nov. meeting

8.4: SAS & TWP Review of Lease

- David has submitted a letter to the Township CAO requesting an opportunity to discuss the interest and process for updating our lease agreement. Wait and see.

8.4: Next Pancake Breakfast

- Planned for Nov. 12, 2022 and details will be worked out at our Nov. 8 meeting

8.5: Springtime Bird Auction

- The bird folks have experienced banking issues and the previous \$400 cheque is not to be found. It was recognized that we did make money with the canteen at this event.
- M/S David / George that we waive the spring 2023 bird auction rental fee of \$400. – carried

8.6: 2024 Event Dates

- Meetings – Jan 10, Feb 14, Mar 13, Apr 10
- Pancake Breakfasts – Jan 14, Feb 18, Mar 17, Apr 14
- David will send an email to Kyle and CAO requesting use of the Rec. Hall for these events.
- **Note that Jan 10 meeting should be our Annual General Meeting with Elections**

9. Next Meeting: Date: Nov. 8, 2023 ,Time: 7:00 pm, Location: Rec Hall

10. Meeting Adjournment at 8:30 pm