

Minutes of the General Membership Meeting held on Monday, September 23, 2019 at 7 p.m. in the Cobble Hill Hall.

Those present: Roger Painter - Vice President (Meeting Chair), Kathy Pringle, Carole Walker, George Baird, Tony Jackson, Sarah Jackson, Heather Dickenson, Gord Dickenson, Lynne Pohynayko, Linda Bilkoski, Dave Bilkoski, Dave Thomson, Irene Evans, Shirley Cooke, Dawn Smiley, Dorylee Robson and Gerry Giles - Secretary.

The meeting was called to order at 7 p.m. by Roger Painter who commented on the new screen, projector and Fair photos being shown. He also commented on the success of the 110th Cobble Hill Fair and thanked the 100 volunteers who helped to stage the event.

Moved Carole Walker

Second George Baird

the minutes of July 22 2019 General Meeting be adopted as circulated.

MOTION CARRIED

The Minutes of the August and September Directors meeting had been circulated to the members, posted on the Fair website and were available for information only.

George Robbins has sent in his President's Report which was read by Roger Painter and forms part of these minutes.

The Treasurer's Report was viewed on screen and Robin's report regarding the Fair was read by Gerry Giles and forms part of these minutes.

The Rental Report was provided by Gerry Giles who indicated rental revenue was up but so too were maintenance costs. Also, she indicated the Farmers Institute Board has come to an agreement with Montgomery County to help stage a New Year's Eve dance in exchange for playing at the Cobble Hill Fair in August.

Bill Dumont provided his Maintenance Report and indicated most of the work focused on cleanup from the Fair. He reviewed the Capital Projects being considered by the Finance Committee. The Draft Capital Projects report forms part of these minutes.

The Fair Debriefing Report was provided by Co Chair Gerry Giles in the absence of fellow Co Chair Blair Herbert. She read her statement, which forms part of these minutes and then invited Sarah Jackson up to provide an overview of the survey she had conducted for the Fair. Sarah's report forms part of the minutes.

Gerry reminded those present the Trophy Night will be held on Friday, October 11th and everyone associated with the Fair is invited to attend. Invitations will be sent out to Trophy Winner, Volunteers and Farmers Institute members. The Farmers Institute will be providing the main course and we are asking people bring a pot luck dessert.

After questions were asked and answered, it was

Moved George Baird
Second Carole Walker
the reports be accepted as presented.

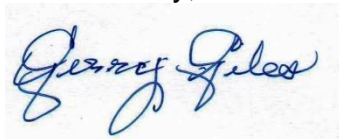
MOTION CARRIED

New Business:

The Annual General Meeting of the Farmers Institute will be held on Monday, November 25th 2019 at 7 p.m. in the Cobble Hill Hall. The Reviewed Financial Statement of the Farmers Institute along with the 2020 budget will be available at the AGM. The election of President, Secretary and 4 directors will also take place.

As there were no other items of business brought forward, George Baird moved the meeting be adjourned at 8:05 p.m.

Submitted by,

A handwritten signature in blue ink, appearing to read "Gerry Giles", is written over a light blue rectangular background.

Gerry Giles, Secretary

President's Report – George Robbins SCHFIAS General Membership Meeting

The past three months have been busy and very successful.

Cobble Hill Fair

Our 2019, 110th Cobble Hill Fair was an outstanding success. Many thanks to co-chairs Gerry Giles/ Blair Herbert and their many always onboard, enthusiastic committee members and volunteers.

A special thanks to Bill Dumont and his crew. The ongoing, regular grounds and building maintenance is paying off big time.

For those able to attend, the volunteer dinner spread was amazing.

After the Fair, using committee reports, directors' input and public submissions, a debrief meeting was held and recorded.

SCHFIAS Directors' Business

-following several meetings and fine tuning, the 4-H agreement has been finalized by the Farmers Institute and it awaits 4-H approval or comment. Roy Davies was a steady voice and great help in this process.

-using New Horizons grant funds, we were able to purchase the big screen projector. Movies will now become a regular feature.
-kudo's to Bill Dumont for work done on planning for long term grounds and building maintenance.
-more kudo's - Secretary Gerry Giles written report to the CVRD for our 2020 grant is a master piece.

District 'A' – In regard to Spring 2019 changes made to ALR legislation and regulations, in September, president Thony and 2 additional Farmers' Institute representatives submitted recommendations to the BC Liberal caucus and to the NDP caucus.

Upcoming events

-October 11th is awards night
-November 25th is our AGM.

Once again, many thanks to our directors and volunteers. It is rewarding to see so many people working together for the good of our organization and the community!

ROBIN BRETT - FAIR REPORT

I have put the Cobble Hill Fair at the top of the income statement, because I know that that is what everyone is interested in.

Some Financial Highlights of the Cobble Hill Fair

- Vendors were down \$1,310 owing largely to some vendors not returning because of the prior year's poor weather and/or the Nanaimo Fair date change which put it on the same day as our fair.
- Entry fees were up slightly - 6% from the prior year
- Gate Receipts were up \$8,458 over the previous year
- We were hoping the KidZone would break even but it made \$1,076. 731 kids went through the KidZone gates!
- We still have some people who were sponsoring sections to invoice, and I am still waiting for invoices to come in so that will change the profit once I get that sorted out and completed.
- Sponsorship money was up \$11,844 over last year. And this year we had sponsors approaching us instead of the other way around. We had a few large sponsors from Victoria who were new this year.
- Fair advertising expenses were up \$1,427 over last year, but still well under budget
- Entertainment expense was up slightly - \$500 over the previous year. One thing to note was Donald Dunphy's concern over not being on the main stage, but at the end of the day he told me that he was amazed and delighted by the reception he got in the KidZone. He thought the kids were totally spellbound and gave him

their full attention for both his shows, and he would be very interested in coming back next year and doing three shows.

- Repair and maintenance expenses were up due to having to pay over \$800 for damages to the grill of a borrowed Kabota
- Prize expenses were up \$1,500 due to an increase in categories and also the increase in entries.
- All together Fair profits were \$40,291.42. This is an increase of over \$13, 468 over the previous year and an increase of over \$6,146 from the highest year since I have been keeping records. It was our best year ever financially!!

One thing that people don't think about when they long for the good old days is that from a financial perspective, our Fair changes even if we don't change a thing, because our costs go up each year. So, we have to increase our revenue to simply to keep up. Increasing our revenue means we must attract more people through the gates.

Our fair has to make money because we need that money to keep the doors open. Our grant from the CVRD basically pays for our insurance every year. The rest of the money to pay for EVERYTHING else comes partly from rentals, but largely from the Fair.

Nowadays people have a lot of things competing for their attention, so the Fair is going to have to keep changing and adapting to keep people coming back. And more people, means change in all areas, including making changes in procedures simply because we are getting bigger. So just like the old tickets were replaced by cash registers, next year those will hopefully be replaced too; by something faster and adapting to the way people want to pay now.

Get used to change. Because this year's fair was great, but even it can't stay the same. Next year will have to change too and we need to meet that challenge.

BILL DUMONT - MAINTENANCE AND 'DRAFT' CAPITAL UPGRADE REPORT

Bill indicated most of the work done by him since the Fair has focused on Fair clean up and providing an updated list with estimated costs on the items being considered for Capital projects. The report below has gone to the finance committee and it will examine these suggestions along with the funding available and make recommendations to the Farmers Institute Board of Directors. It was noted some of the items on the list are fairly urgent while others are just a dream if we win the lottery.

NO.	Project	Costs incl taxes	Notes	Priority	Funding Sources
1	Horse Field Drainage	\$1900	Work completed for now	1	Lottery Grant – project approved
2	Construct 160 sq ft Add on Kitchen for Armour Hall	52,000	S&B 6/18 estimate-add \$7000 for appliances	2	Can recover some of the costs through increased rental charges
3	New 3 stall Toilet Facility for Upper Grounds	58,700	S&B Estimate June 2018	3	
4	Main Hall Floor Replacement	19000	Mastercraft quote spring 2019	2	Start annual savings plan for replacement-fund raising
5	10x14 Maintenance Shed	2500	Currently stored in Poultry shed with gas	1	Add onto new concrete base for Poultry Barn
6	New Poultry Barn Floor and Repairs	8600	SB Est 6/18	2	Lottery Grant and 4H Joint Funding
7	Plant Rhododendrons on Property	1500	Rhodos provided by CVRS, need to install watering system	2	
8	SE Property Power Supply	1200	Feed both Turkey Shed and Horse Field	1	Requires upgrade of Youth Hall Power
9	Fisher Road Edge Parking Area	6450	Create 55 angle parking spots-Central/Heart wood estimate	1	Max estimate
10	Fire/Heat Detectors in Open Barns	3200	For Cattle, Sheep and Poultry Barns Prices est.	1	Will hook into existing alarms

11	Fencing Replacement on Watson and Fisher Roads	9000	Fencing needs replacement D&G estimate	2	More durable secure wire fencing and new posts
12	Armour and Baird Barn Post Protection	1500	Install steel barriers to protect wooden posts on both buildings	2	
13	New Heating System for Youth Hall	6000	Replace ineffective, expensive baseboards	2	Possible donation of new heat pumps
14	Field Forest Recreation Area	5000	Construct trails and picnic area north of Horse Field	2	Clearing estimate of \$2500, balance for tables and trails
15	Landscape Plan for SCHFIAS Property	1500	Focus on agriculture, crops for unused areas	2	
16	Watson Ave West Side Parking Area	2700	Create up to 20 angle parking spots	2	Central estimate
17	Sound System for Main Hall Renters	1000	For rental use only	1	Recovery through rentals
18	Excavate hall basement to create 6000 square feet of new rental space	200,000 +	First step to engage engineers and designers to create plan	3	Possible Grants
19	New Tents for Special Events and Fair	2100	Purchase 2 20x20 and 2 10 x 10 Costco	1	Eliminate annual rentals of tents for fair
20	54 New Chairs for Youth Hall	4300	Canada Chair quote	1	Eliminate need to continually move chairs

21	Complete Horse Field Fencing	8500	D&G Estimate About 400 feet of fencing	2	Safety Issue and finishes field
22	Tree Pruning over Baird Barn	1000	Eliminate major leaf problem on roof and reduce maintenance	1	Heartwood estimate
23	Acquire 4 credit/debit card readers and cash drawers	1500	Modernize fair entry and on line charging	1	Improve financial reporting
24	Upgrade Website to enable on line registration and payments	1500	Reduce paperwork and modernize systems	1	
25	Main Hall Table and Chair Storage addition		160 sq ft addition to building- waiting for estimate	1	Request Rotary support for project
26	Horse Field Memorial Plaques	1250	Memorials for 12 new planted trees	1	Cost recovery
27	Youth Hall Interior Painting		Waiting for estimate	1-2	Needs neutral colour

GERRY GILES - FAIR CO CHAIR REPORT

From my vantage point I thought this year's Fair was likely one of the best held with the possible exception of the 100th Celebration which saw a Friday night concert and a dinner with silent and live auction on Sunday.

I thought having a Fair Steering Committee provided more time to explore ideas and give wings to things like the highly successful KIDS ZONE. While having a Steering Committee enabled it to focus on the job at hand, it also alienated many of our longstanding volunteers some of whom felt left out and as a consequence did not participate in the Fair. It was interesting to hear from a number of people who felt left out including many who never attended Fair meetings in the past.

If the Fair Steering Committee structure is to continue then consideration needs to be given to how a feeling of value is created in some of our longstanding volunteers while at the same time having the steering committee small enough to allow it to focus on problems and solutions. Clearly the committee needs to be expanded to include registration and a few other critical areas, and perhaps creating and sending out a Fair newsletter would help to alleviate the feeling of alienation amongst some.

All members of the Fair Steering Committee did a spectacular job and worked to ensure they delivered a quality product. All deserve recognition, but I would like to extend a huge thank you to Sarah Jackson who did an awesome job with the volunteer folio, to Jayne Shaw who handled the Vendors with aplomb and to Bill Dumont who

worked tirelessly to set up and clean up the Fair. Robin, Bonnie and the rest worked their magic with their sections. It was an absolute pleasure and very informative having Roy Davies on the Steering Committee. He brought many new and refreshing ideas and helped to resolve a few longstanding issues. I'm told the livestock area was great and it was wonderful to have the 4-H Sheep and Poultry Clubs walk through the Fair with their animals. Whoever came up with that idea deserves the "brilliant thinking" award. Bill and George do an admirable job in bringing the different display animals to the Fair, but I can't help but wonder if we will ever bring back the Mini Horses?

Our BuyBC display was weak this year due mainly to the fact that provincial regulations prohibit wine, cider, beer and spirit tasting if there are any commercial vendors at the Fair. I included this in my report to BC Fairs and the province and I know a letter was also written to the province about the absurdity of this regulation.

The flashing highway signs displayed 10 days prior to the Fair continue to work their magic and the park and ride service was very heavily used; however, the flag person that was to be at Fisher Road below Ball Road did not materialize consequently some parking issues arose there.

I have some different ideas for both the KIDS ZONE and for entertainment that I am already working on for next year. Both of those areas have a bit of a parking issue that we will need to overcome... the KIDS ZONE with Donald Dunphy needing to unload equipment and the entertainers in the Common facing the same parking and off loading issues. Thanks to Roy who helped Ed Peekeekoot with his equipment but a parking solution for them needs to be found and communicated to the entertainers.

The small Fair signs were a brilliant addition to the Fair advertising, but I found the larger standup signs hard to read and as these are on the highway I think we need a better design.

In my view we need to rethink the volunteer dinner. Less and less people are attending this dinner every year and Bill is knocking himself out to prepare a fantastic meal. At the end of the Fair people are tired and just want to go home, have a hot bath and hit the sack. Even those helping with the meal are tired and really just want to finish their day; consequently, there is quite a cleanup job remaining to be done at the end of the night.

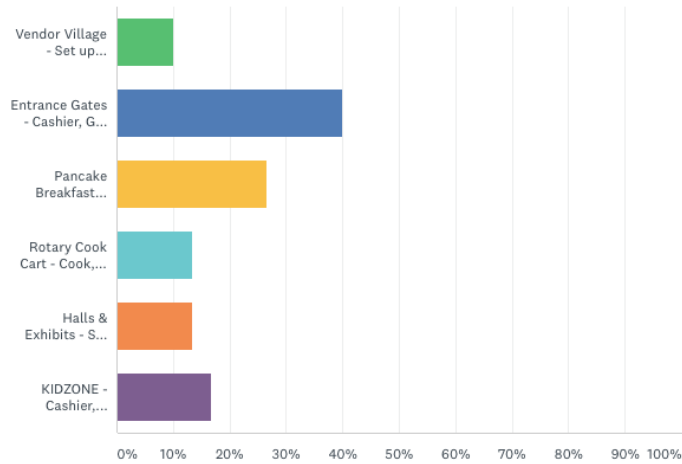
I have been attending the Cobble Hill Fair since 1972 and have yet to see a whole Fair. I find what I do very enjoyable and sincerely thank all of those who willingly volunteer to help on the days leading up to the Fair and on Fair day. Their willingness to help showcase our community is wonderful and my appreciation goes to all those who helped... especially those who might have felt they were being left behind but still came and participated with grace and good humour.

SARAH JACKSON - VOLUNTEER CO-ORDINATOR'S SURVEY

Q1–Which areas of the Fair did you sign up for as a volunteer?

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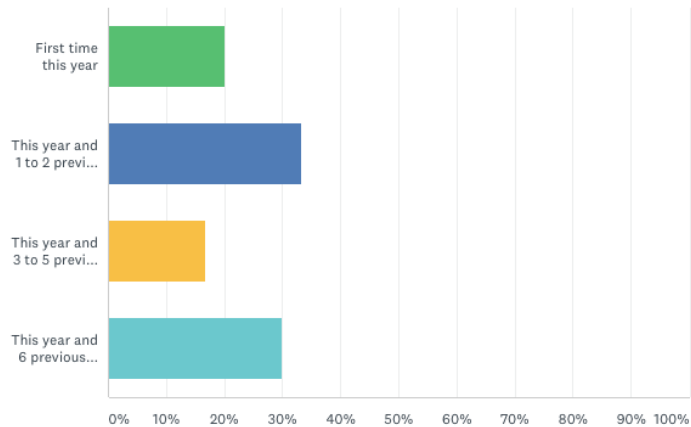
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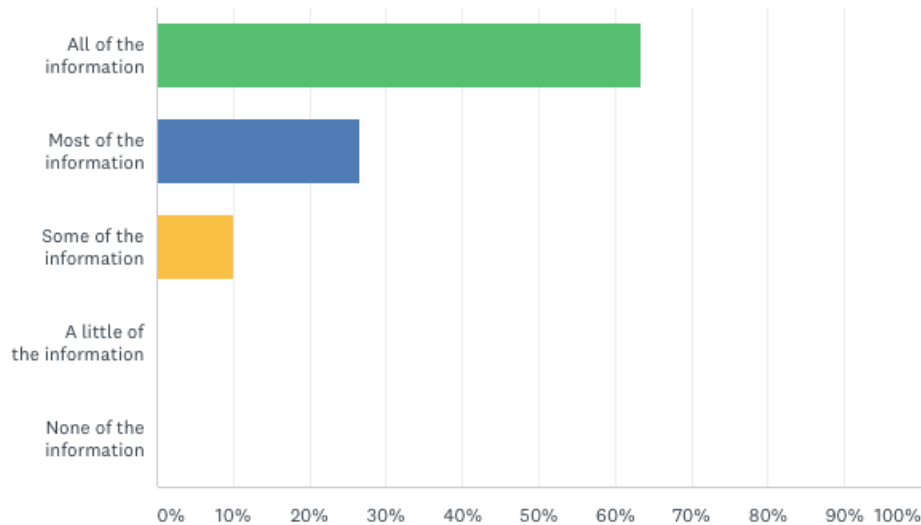
Q2– Was this your first or a repeat volunteering experience at the Fair?

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Answered: 30 Skipped: 0



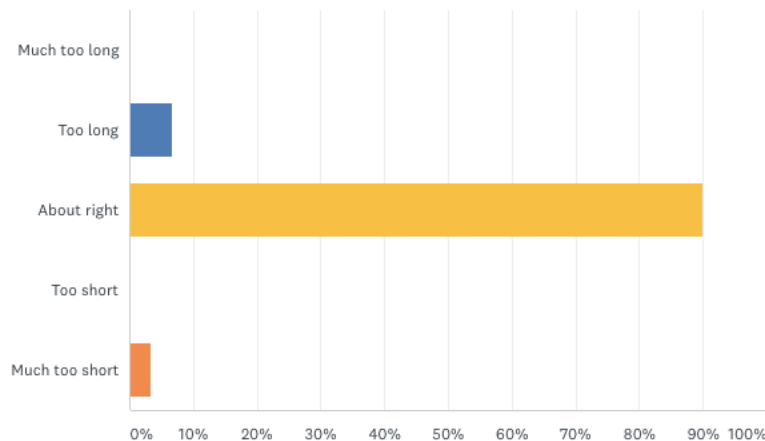
Q3– Prior to the Fair, how much of the information [communication, shift time and arrangements, wristband, volunteer appreciation dinner invitation] that you needed did you get?



Q4 – How was the timing of the shift for your volunteer assignment/s?

How was the timing of the shift for your volunteer assignment/s?

Answered: 30 Skipped: 0



Q5 What were the 3 best aspects of the fair this year from your perspective?

- 1 Signage and advertising; 2 Chinese Food; 3 Kidzone and layout
- The overall organization of volunteers and positive attitude, Kid Zone. The entertainment.
- Participation Attendance Organization
- Having extra helpers at the Rotary serving table was great and made a real difference. Seemed like there were lots more people, so that was great. Thought the kidzone was a terrific idea. Watched huge line-ups, meaning families loved it!

- kids entries both produce and animal entries great atmosphere overall vendor booths were very good
 - Pancakes, food trucks, 4H exhibits
 - 1. Lots of kids, young families 2. Improved organization. 3. Kid zone and better entertainment
 - Great layout plan over in the park Excellent coordination in hall set up The fair continues to be non-commercial and family friendly
 - Klds Zone, Vendor Village
 - The Fair never fails to surprise me.
 - Loved the 4-h kids with their animals. A good turnout of people to visit the fair
 - Greeting the public, sense of tradition and history, being part of a successful corporate endeavour.
 - kids area moved, vendors off the street, pre cooking food in kitchen
 - Meeting happy people coming in. Volunteering with other Rotarians.
 - KidsZone 4H Displays Food
 - 5:30am Setup Roosters Crowed on Schedule! 9-10am Parade Participant Break All Day Connecting with Friends!
 - lots of excitement from the kids, busy but not overly busy
 - First time at fair so not sure... great to see so many people from community at the fair
 - doesn't start too early or run too late,
 - More people from other places got attracted and enjoyed the fair; a lot of kids; Scottish bagpipe band
 - Music...fun atmosphere...old time fair
 - Kid's Zone, Entertainment, and the Parade!
 - Happy People Repeat Fair goes Meeting new peoples
 - Lots of space to do different activities. In the Kid's Zone we need to find some way to allow ticket holders to go in and out.
- Many folks complained they could not wait in the lineups and had to leave. Most were happy with the set up. Signage needs to let the adults know they are not charged an entrance fee.
- Diversity of vendors and exhibitions Chinese food Number of people
 - Seeing the people in the community
 - The kid zone/Fish Pond where I volunteered was so much! several parents approached to thank us for the great gifts and how much fun the kids were having. Weather was perfect!!!
 - nice to volunteer with my son
 - The volunteers, the parade and working with Rotary and the other Rotarians.

Q6 - What problems or complaints did you face as a volunteer at the fair this year? If so, were you able to get help or solve?

- I seriously needed a chair after about an hour and I was given one for the day.
- Only one and that was some people just came for breakfast, not the fair, but a bit miffed they had to pay the fair entrance fee which made an expensive breakfast, this could be accommodated by a special stamp or wristband. Breakfast for some is a big

draw and that is all they want. Also heard that some of the gate booth volunteers where a bit snippy in attitude.

- none
- Wasps were a challenge but the Trial Run Composting Station for the Breakfast acted as a kind of wasp trap?!
- toys for fishpond needed to be better sorted need 2 lines going not one too many big prizes- kids were disappointed if they got something small when many were getting big stuffies some kids came back in the line more than once-maybe tickets next time
- Main issue was people that left fair and didn't get stamp, then tried to get in again. Would have been better to stamp everyone at gate when entering, We told people to ask for stamp when they leave but would have been faster just to provide stamp when they initially entered.
- hand stamping needs to be on entry, those that did didn't get backups but those that didn't had to waste a lot of time asking everyone departing if they needed to return, policy needs to be followed at ALL gates and SIGNAGE explaining procedure. also one cash register kept jamming its paper and not functioning...
- No
- None
- Some vendors packed up and went home early. This disappointed some kids and their parents. All vendors and features have to be open till 4:00 pm. A little complaining about paying for the Kid's Zone, but not much. A little complaining about how long the lineups were at the fish pond, but not much.
- I thought there should be a cash runner To pick up cash and exchange large bills. Tills were great Definitely keep them. No time for the paperwork sheet As we tried to make this a great experience for the people coming they.
- Please see above comments.
- None
- With the parade route change the gates were not open to get to the commons and the commons didn't have an opening.
Gates were difficult to handle - entry not stamping/only stamping for re-entry is fair in theory but almost impossible to manage when you are out on the front line and having to explain to virtually every paying guest. I fear that many volunteers may be put off signing up next year as this disrupted the flow in especially before the parade came through.
- Some concerns about the noise from the wood mill at times, People who live Fairfield and vicinity having trouble getting through to the Cobble Hill Village because of the fencing (I just let them go through the fair. They were grateful. Not much else. Fair was well run.
- None to speak of
- Nothing with Rotary assignment, but the proximity of the breakfast area to the tractor/chain saw equipment was not good. Everyone had to put up with 10 minutes straight during breakfast - headache level of sound - plus terrible fumes. Just awful. Please make sure that does not happen in the future. There should be either no machine noise while breakfast is on, or please separate those two placements. No problems with food judging (kids' food), but maybe consider changing the categories so

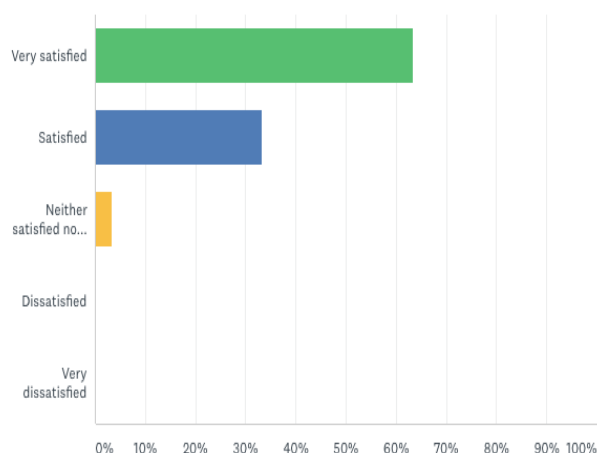
that 7 year olds are not competing with 12 year olds. Almost impossible to judge that without sharing winners eg two second prizes as what a 7 year old can produce versus a 12 year old is so vastly different.

- no complaints
- None
- None
- no complaints
- Help to solve
- I found that some of the participants in the fair were not treated very well. There was a woman who was participating in the weaving and spinning display who was clearly disabled who was told she could not park near the weaving display. That she had to go and find parking in down by the main hall. Where she would have to walk back up the hill. There was clearly enough room for her to park with her handicapped sign on her car. I told her to just park there anyway. I think we should treat the participants just as well as the customers. If you want to have people return to participate in the fair in the future. You can't have a fair without the displays and participants.
- Washroom door would not lock in Youth Hall. Moving chairs from the hall basement up the ramps into the hall was backbreaking.
- I loved the fact that I didn't know where the Fish Pond was located, a quick text to Robin and response telling about the Kid Zone - great new tool to have for the volunteers. Thank you.
- 4 H parents not paying poor dispute mechanism at gate until later resolved to stamp or not to stamp..conflicting messages..also stamp wasn't given at first no easy way to back out cash register once entered..
- Some issues with not enough food at the Rotary lunch in the dining room and yes it was resolved.

Q7 – Overall, were you satisfied or dissatisfied with your volunteer experience?

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Answered: 30 Skipped: 0



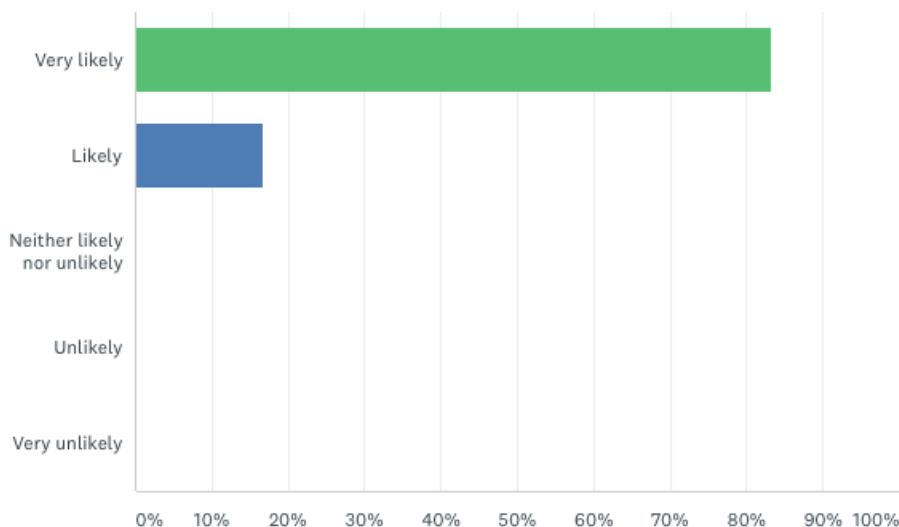
Q8 What are 3 recommendations for how we can improve the experience for volunteers next time?

- 1 Programs available on the busiest gates [Holland 1 & 2] for the early shift to hand out; 2 Gate captain/supervisor out with the volunteers to troubleshoot/handle shift changeovers; Gate crashers to be photo'd and reported to committee chair
- Limit the wood cutters demos to short specific times, The noise made it hard to hear and work with the public.
- Don't change the sausages!! ▪ Also, please note the comment above about making more categories for the kids' food entries.
- For the vendor set up on Friday starting perhaps a little later in the afternoon as the vendors did not show up in any numbers until a little before 4 or so and my shift ended at 4:00. I stayed around and helped but had to leave at 4:30.
- 1. Tweak organization depending on feedback 2. Ribbons or badges to clearly ID volunteers
- Could all volunteers wear the fair T-shirts to make them more visible?
- Entry into Kids Zone if parents want to take kids for lunch and come back. They were told they could not go back if they did they would have to pay again. Some parents very unhappy.
- Can't think of a thing other than a healthy paycheck after the luncheon. (LOL)
- I can't think of anything.
- None really
- don't have any, except be happy, loosen up and go with the flow.
- Give every volunteer a hat or T shirt -Award top volunteer recognition -Make sure every volunteer gets a supper invitation
- More composting and recycling at every garbage can = multi bin approach, student supervised?
- Although I had fun, I was at the fishpond 2 hours longer than I had signed up for and didn't get much chance to see the fair. Otherwise it was a great experience
- Three hours at gate was a bit long... standing in place was tiring!
- very well organized, instructions good,
- What about to prepare a checklist for each post about its responsibilities, contact, resources, etc.? So volunteers can follow up more effectively
- Have one way vehicle traffic only on the south side of the hall
- Maybe a little orientation for all the day before so everyone will know where everything is situated. The programs seemed few and far between.
- See above Thank you Will definitely volunteer again.
- For me one email with the times you need me to help. With the interest and attendance I think more food vendors are needed and maybe spaced out more.
- Stamp wrists on entry. Have volunteers meal on a different night
- I think you guys have it down to a science
- None and hope I'm back at the Fish Pond its lots of fun!!!
- set price for senior and adults at same price
- Make sure the weather is nice again. Keep the lines of communication open. Invite everyone to the volunteer dinner.

Q9 – How likely are you to volunteer again next year at the Fair?

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Answered: 30 Skipped: 0



Q10 - Do you have any final comments that you would like to pass on to the Fair Committee?

- Seemed on the day that the fair had a really good attendance and more entries which was great. Kidzone was great success - needs to be expanded next time to accommodate as it was too crowded. Raptors were very popular again.
- Possibly on or two more food vendors.
- No
- Thank you all for your hard work! It was a wonderful fall fair. Also, thank you for providing such a great volunteer dinner.
- I would ask them to think about the logging exhibit, either not having it or having it away from the pancake breakfast and kids play area as it was so noisy. We were there around 8:00 for the pancake breakfast and found it annoying to have them have the saws going so close to where we were eating.
- Well Done !!
- You all do a terrific job and are appreciated. Only someone who would get a peek behind the curtains could realize how much work, enthusiasm and dedication is given by a huge number of generous people.
- none
- Keep up the good work.
- Treat every person as you would like to be treated. You are in the customer service game. Some folks in charge need to be nicer to everyone.

- Thank you all for your hard work and all the hours you put in
- Nope
- Thanks for the opportunity
- Thank you! Too tired as setup and day crew to attend the dinner...
- A great job everybody!!! Thank you all for the hundreds of hours that YOU ALL put in.
- Great experience! Great chance to get involved in community.
- bravo
- Keep up the good work
- A really great experience! I think the parade could be bigger with additional participants. The kids on the bikes was fantastic!
- No
- I think the committee did an excellent job and look forward to next year. Thank you
- Great job everyone
- Yes to the entire committee, a great big thank you because I'm sure that all the work that goes into putting on this annual fair takes many hours, many days prior to the event to make it such a success. Again thanks.
- no
- Love the Cobble Hill Fair and all it does to showcase the South Cowichan community!

FAIR DEBRIEFING NOTES - Items Needing Addressing:

- Insurance for small Food Vendors
- Parking for entertainers near the Common and for the magic show in the KIDS ZONE
- RTV drivers must be apprised of expectations and keep keys to the RTV's on them at all times
- Line ups in front of food trucks need to be managed so they do not block the roadway
- Dual counting procedures must be incorporated for all money transactions and documents
- Walkie Talkies or two way radios must be made available for key personnel
- Donation bucket for the crane lift must be beside the crane lift
- Expand the Scarecrow Competition to permit home entries
- Expand the hay, straw, grasses competition... have bale flakes and other items for show and educational purposes
- Provide access for walkers wanting access to the village not the Fair
- Need a few more food vendors
- After consultation with Bob, provide a more prominent location for Wine & Beer
- Assess the need for the Hay Bale Toss and the Welly Wanging Competition
- Perhaps provide our own security overnight on Friday
- Lions access to the grounds - cannot take apart the fence to gain access
- Have a "do you need help" person(s) assigned to wander the grounds to provide breaks
- Mini Horse Show
- No stakes can be driven into the ground at the Cobble Hill Common... because of the irrigation system - we need to find a better way to secure the fencing

- Tug of War
- Ensure Conveners/Volunteers have adequate training and are friendly to Fair patrons.

See also the reports from Jayne Shaw and Roy Davies that form part of these notes for additional items that need addressing.

Jayne Shaw: I'd like entertainment to run a little longer and sponsors not to leave early. Otherwise vendor village was quite vibrant this year. Will try for a couple more food vendors next year . Not a whole bunch more. Would love a survey of the vendors and sponsors. I would like to address the fee for food vendors that make fudge or chocolates. Also I need some guidance from insurance company about food vendor limits of \$2 mill or \$5 mill for smaller less risky vendors. Need access to insurance agent who wanted \$5 mill. Yes I'll do it again next year . It's easier for me to do it by myself.

Roy Davies: I have not had a sit-down with the 4-H Council since the fair, so will need to bring the more 4-H feedback from the leaders to a future meeting.

These are just Roy's notes as a member of the committee....

I will first start with the fair overall was great. The points below are the nit picks that I noticed and are just ideas for future improvements.

- Volunteers... The volunteers were awesome, but I notice some confusion which was really just a breakdown in communications. In events that I have worked on before with a large number of volunteers there is an orientation night held a couple days in advance. This allows for information to be passed on and questions to be answered etc. I know this add to some logistics, but it may lead to less conflicts and more confident volunteers on the day of the fair.

- Handicap Parking.... There was a concern raised by the spinners and weavers who were set up in the Armor building. There is no handicap parking for them on the Fisher Road side of the fair, and so several of them brought their cars onto the grounds to drop off their stuff and then insisted on parking there. With some conflict, they moved, but only one stayed (the others left all together) and it was because I offered to pick her up in the golf cart from the handicap parking and driver her up to the barn and then return her at the end of the day.

- Couple layout notes... the pony rides and access for the Kabotas needs to be looked at. Perhaps a back gate (I know it would take another volunteer) just for them to move from area to area. This gate would also help with the entertainers coming and going. Also look at perhaps staggering the food vendors so that the lineups are not blocking the main artery (Watson Rd). When the lions were busy the line stretched to the shaved Ice, and when the ice got busy the line went to the lions... and when they were both busy, deadlock.

- Sheep barn... I would like to talk to Bill about some changes to the entrance of the Sheep barn. I think if we remove the first couple pens, it would open up the access for the public and cut down on congestion. We also need to look at power in that barn, as the only working 110v plug is on the opposite side of the barn from the show ring and a pain when setting up their sound system.

- Registration... I have found a "glitch" in the registration system with 4-H. It is a bit to explain, but whoever is doing registration next year, I would like to sit down with early so we can fix it, before the information goes out.

- Thank you... Not sure if we send out Thank You(s), but if so, please include Arbutus Ridge. They lent us two golf carts.

- Fisher Road... We should look at signage and / or flagger for Fisher Road and the Highway. There was an accident on the highway at Hutchinson and traffic was trying to bypass using Fisher. I know this is not always going to be the case but something we should think about.

Well that is all I can remember right now.... As I said earlier, it was a great fair and we have only done it 110 times, so it ain't going to be perfect. Lol

Thank you to all the members of the committee as well that put countless hours in and for allowing me to help out. If I am allowed back next year, I look forward to working with you again.