

Minutes of the Farmers Institute Directors Meeting held on Monday, November 15, 2021 at 7 p.m. via Zoom.

Those present: Roger Painter - President, Robin Brett - Treasurer, Jayne Shaw, Blair Herbert, Brenda Burch, Russell Dann, Roy Davies and Gerry Giles - Secretary

Moved Robin Brett
Second Jayne Shaw
the agenda be accepted as presented. MOTION CARRIED

Moved Blair Herbert
Second Russell Dann
to accept the October 18, 2021 minutes as distributed. MOTION CARRIED

Business from the Director's Minutes:

- Constitution and Bylaw update - committee appointed no action taken.
- Halloween Bonfire - terrific success - thank you to Mill Bay Fire & Rescue and the volunteers who helped make the event such a great success. A general discussion took place on items brought to events by others. It was agreed that when the Farmers Institute is sponsoring an event it should supply and provide all food and other items to be handed out.
- Septic System Pump Out - Robin to arrange as soon as it dries out.
- Freezer Purchase - now due in December.

President's Report - Roger reported on the Halloween event and the help provided by both Victoria Truss and Pacific Homes along with the Mill Bay Fire & Rescue Department. He has had the Fire Extinguishers serviced but is still waiting on the WETT suppression system servicing. The Remembrance Day service went well and the Farmers Institute supplied the tent, chairs and Roy supplied sound. It was a short ceremony but lots of children were present. There were likely about 1,000 people in total.

Correspondence: - South Cowichan Life Article - our gratitude goes to Eric Yan for providing space in each edition as well as to Sarah Creally for her donation of \$500 to the Farmers Institute.

Treasurer's Report - Robin said she normally provides an Income Statement by project so that you don't have to get out your calculators to know the balance in a program, but this month the Income Statement is arranged in the more formal way that Gay Wise (our financial reviewer) needs it, with all the income first and all the expenses following. She did not prepare it by Project due to time constraints while trying to get the yearend finished and dropped off to Gay, because of the short time frame between October 31st yearend and the November AGM.

The Project totals are as follows:

Hall and Grounds	(18,477.98)
Institute	16,185.13
Fair	9,141.43
Miscellaneous Programs	42,922.40
Catering	23,256.18
Net Earnings	<u>73,027.16</u>

The Net Earnings of \$73,027.16 includes the \$42,000 donated for the Centennial Project, so our actual net earnings from all other programs equals \$30,104.76. This contrasts with the nearly equivalent loss in 2019, so we are in pretty good shape having weathered this second year of Covid.

The Miscellaneous Programs consolidates several smaller programs including Tree Planting Program, Red Cross Program, Food Bank Program, Car Show, Seedy Saturday, and the Centennial Program; with the \$42,000 Centennial Program money being the bulk of that total. And as you are aware, when Gay's Financial Statements are completed, they will be even more consolidated.

Budget

Two budgets had been prepared and I was in a real quandary regarding which budget to present. One was based on having a 2022 in-person Fair and all the usual events and rentals, and the second one based on another Virtual Fair and some sort of entertainment like we had in 2021. Since we are still in a place where Covid numbers are rising and we won't get another change in the rules from Dr. Henry until the end of January, I am presenting the leaner budget because that is where we are right now.

Capital Maintenance Program

If we had the money this is what we would like to complete, but I recognize that most of this will not be done in the 2022 fiscal year because of the circumstances. We still need a direction to follow however, and we are still looking at grants which require some sort of project to work on. So, this list is prepared with that in mind.

GST

These are the facts as I know them: We are owed \$769.42 from GST. They will not give us our refund until we file "the required returns". Gay Wise and another accountant I spoke to have confirmed that they want us to file a T2 Tax Return. Gay Wise also advised that all organizations are required to file T2 tax returns although CRA usually doesn't go after them unless you end up on their radar, as we have done by registering for GST. Gay said that her average charge for filing a T2 is \$950. I thought that an easy answer would be to de-register. However, two things made me think about it again. We would forfeit getting any refunds in the future and Gay has advised that they may still require us to file T2's. We may have some substantial projects coming up in the next few years. De-registering means that we would get no refunds on those projects, and we may still have to spend \$950 a year filing T2's.

So, the best option seems to be to stay registered, get Gay to file our yearly T2's, pay GST if we have collected it and owe it, and get refunds if we are entitled to them. I will have to adjust the budget to include \$950 for accounting fees to file the T2's.

Moved Russell Dann

Second Blair Herbert

the treasurer's report be accepted as presented.

MOTION CARRIED

Moved Jayne Shaw

Second Roy Davies

the treasurer's 2022 Budget to be recommended to the AGM.

MOTION CARRIED

the Draft Proposed Capital / Maintenance Projects 2022/23 was presented for information purposes only.

Secretary's Report - Gerry provided an update on the Centennial Project and the potential for federal funding for the kitchen expansion. She indicated she will communicate with Brent Taylor and express some degree of urgency in getting the property consolidation done.

Rentals Report - Gerry reported Monday nights are now booked for choir practise.

Maintenance Report - with yesterday's torrential rain the basement flooded.

Blair provided a verbal report on the 112th Cobble Hill Fair.

Moved Robin Brett
Second Blair Herbert

the Secretary, Rental, Maintenance and 112 Cobble Hill Fair reports be accepted as presented. MOTION CARRIED

New Business

- Annual General Meeting - November 22, 2021 via zoom.
- Elections - Nominating Committee - Roy Davies & Robin Brett.
Positions vacant - President, Secretary and 4 Directors currently filled by Roger Painter, Gerry Giles, Gord Dickenson, Blair Herbert, Nellie Poelman and Bill Wikkerink. Full slate returning and a call for nominations will now go out to the membership.

Next meeting - December 20th or the call of the Chair.

There being no further business, moved by Jayne Shaw to adjourn the meeting at 7:57 p.m.

Submitted by,



Gerry Giles, Secretary