

Minutes of the Farmers Institute Directors Meeting held on Monday, September 19, 2022 at 7 p.m. in the Youth Hall located at 3565 Watson Avenue in Cobble Hill, BC.

Those present: Roger Painter - President; Roy Davies - Vice President; Robin Brett - Treasurer; Brenda Burch; Gord Dickenson; Bill Wikkerink; Jayne Shaw and Gerry Giles Secretary.

Moved Bill Wikkerink

Second Brenda Burch

the agenda be accepted with two additional items of new business. MOTION CARRIED

Moved Robin Brett

Second Gord Dickenson

the June 20, 2022 minutes be accepted as distributed.

MOTION CARRIED

Business from the Director's Minutes:

- Septic System Pump Out - Robin to schedule
- Constitution and Bylaws - Committee need to meet to review the changes recommended at the general membership meeting as noted in the March 28th membership minutes - Russell Dann is Chair of this committee.

President's Report - Roger

Items that have been done include the following:

- the water valve by the flag pole has been fixed
- the wheels on the gates have been replaced - thank you to Jim
- lawn mower needs to be fixed or new machine purchased
- next year's Fair will have a new organizational structure
- stage at the back of the hall has been painted
- barn roofs are being cleaned
- Competition Tree Service has been dumping chips in horse field
- Malahat Lions Club are to be thanked for the loan of their mowers for helping before the Fair.

Treasurer's Report - Robin reviewed the financial statements and provided the following written report. "Normally dealing with incoming and outgoing cash at the Fair has taken one person 10 hours and another person 8 hours. This year we instituted a new system. All cash boxes on the site were labelled and any incoming cash was labelled and bagged to track the source, and then it was counted by two people and deposited. Total time it took was reduced to 6 hours total.

All revenue totals are made up of actual deposits made to the bank. All expense totals are made up of cheques to suppliers or cash payouts for hall and livestock prizes.

Gates:

The Square worked well at the gates. Roy did a wonderful job of planning the Square set up, so cashiers caught on to the training quickly. The new larger Square hardware worked perfectly and cashiers reported they enjoyed working with it. The older smaller machines did not work well. We knew that the thermal printers in the small machines caused them to stop working in cold weather and now we know they don't like hot weather either.

So, if we want the Square to operate properly and allow us to take debit at all gates and the Kids Zone, then we Board needs to pass a motion to purchase 3 of the larger machines for the 2023 Fair. Approximate cost is \$3000, but I will review this again in the New Year for a board decision.

I also recommend that in future we take all charge cards at the gates. This year if everyone had paid by Visa and Master Card, the service charges would have been \$1176. If we got 117 more adults through the gates, that would cover all the service charges if everyone paid using their charge card. Of course, not everyone will use a charge card and I believe we can get enough extra people through the gates which will cover the cost of taking charge cards. Doing so means less float will be needed, less mistakes in making change, plus taking any kind of card is so fast that lineups at the gates would be reduced.

The Wi-Fi didn't work well this year and we took our chances going the cheap route and we now know it doesn't work. If we are going to advertise that we take Debit, Visa and Master Card, then the Wi-Fi must work, otherwise we have wasted \$2000 buying the Square machines. Jeff at Teky suggested a way that involves a small antenna on the roof of the hall and probably Roy can speak to mechanics of that better than I can. But it would be guaranteed to work and a permanent solution, and if I recall the cost was around \$2000. Another solution would be hard wiring the Wi-Fi, but we would have to consider the cost of all that cable in trying that solution. Again, this is a decision for the Board and can be left until the New Year.

Having consistent Wi-Fi would also help the vendors on the Commons as they also found their Square didn't work consistently even when attached to their cell phones.

Rides Profit:

Some site issues affected finances. The horse rides were slowed to a crawl by the combination of events on the horse field. Only 69 tickets were sold for a total revenue of \$690. By the time the \$448.50 split was made to the horse providers, and we paid to print the tickets and waivers, we made \$151.33. But knowing that means we can find a solution to the problem of sharing the field for 2023 which will allow more rides to take place. Roy made an interesting suggestion to take the horse rides right off that field.

Many people riding the crane lift do not contribute, and that revenue decreases yearly. We need to consider a nominal fee for that ride because it is busy all day, but we only took in \$425.15.

The rest of the Fair finances are self-evident but not yet complete. There are more bills that will be coming in.

There is no question the Fair was a financial success, but it was at a very high cost to some volunteers. I believe I made my feelings very clear on the reasons at the post Fair Meeting which echoes what Gerry has stated in her Fair report.

Hall Floor:

When the floor was last repaired Mastercraft Flooring said we had about 5 years life left in the floor, perhaps more, if we took very good care of it. That care involves getting the floor sealed on a regular basis about every 2 years. A good sealer essentially means the sealant takes the wear and tear, saving the wood surface. We have reached that point again and you can see it by comparing the edges with the main part of the floor. The edges have a nice shine, and the main part of the floor is looking dusty and cloudy with no shine at all. That dusty surface means we are down to scuffing the bare wood again and we need to get it resealed or we risk doing more damage to the floor

Bar Sink:

It appears that the bar sink has been leaking around the taps and into the cabinet for some time. The taps have been replaced and the plumber will be getting us a sturdier faucet. But the cabinet

itself has black mold because of the leak and needs to be replaced before the health inspector sees it. There are some funds left over from the refurbishment of the Youth Hall which came in under budget that can be used to get a new sink cabinet for the bar area as well as the blinds for the Youth Hall.

Bar Shelves

I will also be trying to scrounge some left-over paint to paint the shelves in the bar area which are stained. I washed them off, but the stains did not come out."

Moved Brenda Burch

Second Jayne Shaw

the Treasurer's report be accepted as presented.

MOTION CARRIED

Secretary's Report - Gerry's written report is as follows: "July/August were very busy months for rentals, with the Fair and with the building addition. We have had a few more weddings and larger events over the summer.

The Show & Shine did not attract the same number of cars as last year partially due to the weather also likely due to Deuce Days in Victoria. However, at the end of the day there were still approximately 50 cars here and the show was well attended. Next year's date has been set at July 15, 2023 and my suggestion would be that we provide more in the line of advertising along with some entertainment. In other words promote and own the event and find a way for the FI to make some money.

From my perspective, the Fair was a success but a struggle. Too much work for too few people making the tasks too onerous for some causing stress and burnout. Working on organizing the Fair should be fun and this year's Fair certainly didn't have many joyous occasions until, perhaps, the day of the Fair when one could see all the smiling faces of our friends and neighbours. That seems to take some of the sting out of the grind.

Regular renters are returning to the halls, which is nice to see. We are going to compete for space for our own programs in the future. As an example, I turned down one renter for a Halloween party due to our own community bonfire.

Our expansion is progressing very well and will be finished by the end of the year. The space will be a considerable asset for our own use and for renters.

South Cowichan Life is no longer in production so we have lost this valuable tool of communicating with the community.

I will work on filing the provincial government report on the one time grant for entertainment along with the annual report of our activities to the CVRD in October and file it before our Annual General Meeting, which should be held sometime in November. Our fiscal year ends on October 31, 2022 and so our AGM is traditionally held once the books are reviewed. Up for election this year are the Vice President, the Treasurer and 4 director positions, which are currently filled by the following: Brenda Burch; Russell Dann; Lynn Pohynayko; Jayne Shaw. Others may or may not choose to remain on the board.

Pot pies production will start this week. Our catering program is picking up and I will update the websites as time permits."

Fair Report - Fencing and porta potties are to be ordered now for next year's Fair, which will be held on Saturday, August 26th 2023.

Moved Gord Dickenson
Second Bill Wikkerink

The director's reports be accepted as presented.

MOTION CARRIED

New Business:

1) Frank Simpson Roofing has donated their labour to install the roofing on the new addition and it is suggested we provide gift certificates to the Cobblestone to Frank Simpson and his two helpers along with an advertising sign for our fence.

Moved Bill Wikkerink
Second Gord Dickenson

Gift certificates from the Cobblestone and fence advertising be provided to Frank Simpson Roofing in appreciation for the installation of the metal roof on the new addition.

MOTION CARRIED

2) All Candidates Meeting for Cobble Hill residents only.

Moved Robin Brett
Second Jayne Shaw

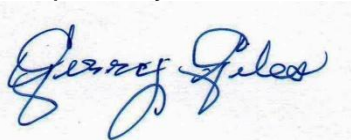
The Farmers Institute host an All Candidates meeting for Area C on Thursday, October 6 at 7 pm in the Cobble Hill Hall for residents of Area C - Cobble Hill. MOTION CARRIED

It was agreed Roy Davies would moderate the All Candidates meeting and Roger would act as an assistant and that cookies and coffee would be made available.

Next meeting - Directors Meeting October 17, 2022

There being no further business, the meeting adjourned at 8:20 pm

Respectfully submitted



Gerry Giles, Secretary