

Minutes of the Farmers Institute Directors Meeting held on Monday, February 17, 2025 at 7 p.m. in the Youth Hall located at 3565 Watson Avenue in the Cobble Hill Village.

Those present: Roger Painter – President, Roy Davies – Vice President, George Baird, Bill Wikkerink, Betsy Burr, Michael St Clare, Scott Robertson and Gerry Giles – Secretary.

The president called the meeting to order at 7:05 p.m.

Moved/second  
the agenda be accepted as circulated.

MOTION CARRIED

Moved/second  
the January 13, 2025 Directors minutes be adopted as circulated.

MOTION CARRIED

Business Arising: Amended Directors list was circulated for information.

Correspondence: Property Assessments were circulated for information.

**President's Report** – Roger provided the following:

- He has met with CVRD Director Wilson regarding the bandstand and the Farmers Institute will act as the central collecting agency for community donations toward it.
- The timeline for the bandstand has yet to be determined.
- A fair board meeting will be held on February 27<sup>th</sup> to start organizing for 2025. Roger has a new supplier for toilets and fencing.
- Dean Kwasny has offered some help to get rid of the firewood pile.
- Roger has spoken to Paul Mycroft – the website designer.
- Roger will call Bill and Dee Motherwell regarding the Easter Egg Hunt.

**Treasurer's Report** – in the absence of a treasurer, Robin submitted two financial statements which were attached to the agenda.

Moved/second  
the financial statements be accepted as circulated.

MOTION CARRIED

**Secretary's Report** - Gerry said we now have a replacement rental coordinator in Ann Baty. Ann was then introduced to the meeting. Ann said she has begun to take new rentals and to feel her way through assigning rental space and ensuring the necessary paperwork is in order. The Board welcomed Ann to the position and assured her they would support her in her work.

Gerry said Thorn security is being put in place for the Youth and the Stu Armour Halls which will make Ann's job much easier as she will be working with one entry keypad system (Thorn) instead of two (Thorn and EntraPass Go). As the Thorn keypad system for the Youth and Stu Armour Halls will not be in place before she leaves at the end of this month, she will program what users she can for the Youth Hall and provide a list to Roy and Ann so they can finish off the Thorn programming in March. It is unfortunate this transition could not have gone smoother; however, she has done what she can to make the process easier for everyone involved but she has already stayed a month beyond her January end date. What is still needed by the organization is a replacement treasurer – now; a replacement bookkeeper – by the end of March; a replacement secretary – by the end of February.

**Maintenance Report** – a harder finish was required on the new hall floor. Roger to follow up with Dave from MasterCraft to see if this can be rectified by the time Seedy Saturday is held.

**Seedy Saturday** – Betsy reported many regular vendors have declined this year for a variety of reasons. The most one being not enough stock or just unavailability of time. Scott and she have reached out to other organizations and businesses. Some have come onboard, and they are still waiting for a few responses. Currently, in the Cobble Hill Hall there are 20 vendors and 2 vendors outside. In the Stu Armour – 16 vendors with 2 pending and 5 vendors outside. We will continue to find vendors to fill the open tables.

The Women's Institute will be providing lunch in the kitchen, and Kim the Gingerbread Lady is in the main hall as well as Cookielicious is in the Stu Armour Hall for sweet treats to round out the meal! Robin has been a great help and a fantastic resource in making sure we have ticked all the boxes as we learn the ropes of this event. Scott has placed an article in Valley Voice for the event. Also, he and his wife have been posting on Facebook regularly to bring attention to the event.

**New Business:**

1. Given Robin and Gerry's pending departure, the banking signatories need to change; therefore, the following resolution is proposed:

Moved/second

Robin Brett and Gerry Giles be removed as signing authorities on all Shawnigan Cobble Hill Farmers Institute and Agricultural Society bank chequing, reserve and contingency funds; and further, that Roy Davies and Scott Robinson be added as signing authorities for all Shawnigan Cobble Hill Farmers Institute and Agricultural Society accounts. MOTION CARRIED

2. Currently two, and possibly more, suppliers require a charge card on file before service will be provided to the Farmers Institute. These include WEB Hosting Canada our website host along with South Island Mechanical, the company who services our walk-in freezer and heat exchange and geothermal units for the Cobble Hill, Youth and Stu Armour Halls. WEB Hosting Canada automatically bills the credit card on file while South Island Mechanical will not make a service call without having a credit card on file. Currently, Gerry Giles credit card is used for both and that needs to be replaced with a different card. It was agreed until SCHFIAS could obtain its own charge card Roger Painter would use his card in places needing a credit card to secure services.
3. Request by Brenda's Brats to hold a Christmas Concert in the hall in December 2025 and have the Farmers Institute continue to sponsor by providing free rent and paying for the posters – an approximate cost of \$75.00. In exchange the Farmers Institute is recognized as an event sponsor on the poster and at the event.

Moved/second

The Farmers Institute agrees to sponsor this event in 2025 for Brenda's Brats by providing the hall for free along with printing a reasonable number of posters for the event. MOTION CARRIED

4. Volunteer Recruitment – Michael questioned what was provided in the line of volunteer recruitment. He indicated there were new people moving into the community at all times and perhaps we could develop a pamphlet to put on the bulletin board, like they did at the Church, so people could see what opportunities are available. There is a volunteer recruitment section on the website along with a form listing volunteer opportunities that can be filled out and submitted. Perhaps someone would like to develop something more.

The next Directors Meeting will be held on March 17, 2025 at 7 pm in the Youth Hall or at the call of the Chair. A general membership meeting should be held in April.

There being no further business the meeting adjourned at 8:00 p.m.

Submitted by,



Gerry Giles  
Secretary