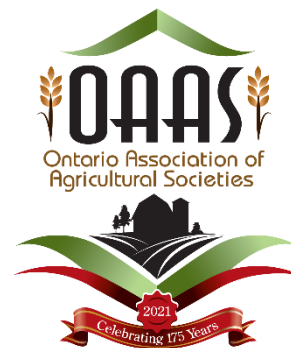


**Ontario Association of Agricultural Societies  
Board Meeting via Zoom  
June 15, 2021 at 7:30 pm**



**Present:** Valerie Allen, Lauren Armstrong, Carol Cann, Randy Creighton, Heather Dillon, Mike Dupuis, Beth Howell-Vervaecke, Grace Mullen, Linda Murray, Liz O’Gorman-Smit, Heather Owens, Leonard Riopel, Angie Robinson, Bart Scherpenzeel, Brian Slaughter, Glen Syme, Andrew Taylor

**Staff:** Vince Brennan, Kathryn Lambert

**Absent:** Andrew Icton

**Guests:** Shawn LaPalm, Sara Ashtrom, Sunni Shannon

### Minutes

Note: All received reports, Zoom link etc. are posted on our *Board Admin* page under the *Board* tab.

1. Call to Order at 7:30 pm sharp
2. Welcome/Introductory Comments - Beth Howell-Vervaecke  
What has OAAS been up to? You cannot move forward if you only look back.  
Thanks you to all the committees who were able to meet and send in .....
3. Guest Speaker Shawn LaPalm – The Co-operators - New Vendor online program information  
DUUO vendor program- part of Co-operators – running a test at Farmers’ Market in Russell.  
Vendor Insurance - purchase online - OAAS would get an emailed certificate of insurance as vendors register - notification of issuing or cancelling insurance is automatic  
- episodic or short-term insurance  
Event organizer can provide link to exhibitors  
Preferred pricing for members of OAAS  
\$2 million in coverage i.e. \$12 per day or \$40 for 4 days  
  
Shawn – changes in insurance company – one large company is no longer handling agricultural societies. Have them reach out to Shawn directly asap before their policies come due so that coverage can be put in place to ensure that coverage is continuous. They are working with Stoneridge to assist to get their customers covered. Everest no longer insuring ag societies.
4. Action sheet recorder – Carol Cann
5. The roll call – following up from an article shared with you from IAFE “Don’t Forget Your WHY! The roll call question is – What is your Why? Why did you choose to be a Provincial Director?
6. Approval of Agenda

**Motion** by Liz O’Gorman-Smit to approve agenda as presented

*“The OAAS is committed to providing an environment in which all persons are treated with respect and dignity.  
The Designated Harassment Officers are Brian Slaughter and Andrew Icton.”*

**Seconded** by Grace Mullen  
**Carried**  
**Yes – 12 No – 1 Abstained – 0**

- 7. Declaration of Conflict of Interest
- 8. Code of Conduct - note: still missing one signed Code of Conduct form
- 9. Approval of Minutes of April 9, 2021 meeting

**Motion** by Valerie Allen to approve minutes as presented  
**Seconded** by Linda Murray  
**Carried Yes – 14 No – 0 Abstained – 0**

- 10. Any Business Arising from the minutes?
- 11. Review Action Sheet – Beth Howell-Vervaecke

<b>Action</b>	<b>By Whom</b>	<b>By When</b>
Spring AGM dates and time	<b>Provincial Directors</b>	ASAP
Zoom account membership	<b>Provincial Directors</b>	ASAP – during AGMs
Determine if there is interest in having OAAS Brochures to hand out at Tourism information centres.	<b>Vince</b>	May Meeting
Investigate whether it would be a benefit to the OAAS to acquire charitable status	<b>Vince</b>	To be determined depending on contact with appropriate sources
Determine if the District Directors would be interested in a meeting with other districts for information sharing	<b>Provincial Directors</b>	May meeting
Review the survey results on the Board administration site; make some notes particularly as they pertain to 2021 committees	<b>Board</b>	May meeting

12. Board Correspondence – Vince Brennan

- Letter from Minster Hardeman regarding Food Week.

13. Committee Reports - motion for received committee reports

**Motion** by Brian Slaughter to receive Committee Reports as reported  
**Seconded** by Heather Owens  
**Carried**  
**Yes – 13 No – 1 Abstained – 0**

*“The OAAS is committed to providing an environment in which all persons are treated with respect and dignity. The Designated Harassment Officers are Brian Slaughter and Andrew Iceton.”*

## **PROGRAMME COMMITTEES**

- OAAS Programs - report April and May
- Youth Committee Report - Meeting June 3 – report posted on website

## **STANDING COMMITTEES**

- Finance Committee - Meeting June 8 – report posted on website

- Finance statements / updates

**Motion** by Linda Murray to accept financial reports as circulated

**Seconded** by Heather Owens

**Carried Yes – 14 No – 0 Abstained – 0**

### **1. Budget review – Membership fees, Convention registration and GIC's etc**

**Motion** by Brian Slaughter that the 2021 Agricultural Society membership fee be the same as was paid in 2019 if paid by December 1<sup>st</sup>, 2021. If the fee is not paid, a 20% charge will that it remains outstanding.

**Seconded** by Grace Mullen

**Carried**

**Yes – 15 No – 0 Abstained – 0**

**Motion** by Grace Mullen that the registration fee for the 2022 OAAS Convention be set at \$125 plus HST, up to January 28, 2022; \$150 plus HST from January 29 to February 16, 2022 and \$175 plus HST if registering on-site at the Convention.

**Seconded** by Heather Owens

**Carried**

**Yes – 14 No – 0 Abstained – 0**

**Motion** by Liz O’Gorman-Smit that OAAS invest surplus dollars into short-term GIC’s and move a portion of the balance into a new TD Bank interest savings account.

**Seconded** by Grace Mullen

**Carried**

**Yes – 14 No – 0 Abstained – 0**

### **2. OAAS Wish list and follow up from Strategic Planning priorities**

**Motion** by Grace Mullen that an Ad Hoc Scholarship committee be established to determine the allocation, application guidelines and selection criteria for a scholarship or scholarships that total \$4000 and the winner or winners be presented with the scholarship at the 2022 Convention.

**Seconded** by Heather Owens

**Carried**

**Yes – 14 No – 0 Abstained – 0**

**Motion** by Glen Syme that funds up to \$10,000 be allocated for the Manager to hire additional staff as needed to help with administration and potentially including a sponsorship coordinator.

**Seconded** by Liz O’Gorman-Smit

**Carried**

*“The OAAS is committed to providing an environment in which all persons are treated with respect and dignity.  
The Designated Harassment Officers are Brian Slaughter and Andrew Icton.”*

**Yes – 13 No – 1 Abstained – 0**

**Motion** by Glen Syme that the Manager's priorities for the next six months are to continue to consult with government on behalf of the OAAS and to assist agricultural societies come out of COVID successfully

**Seconded** by Brian Slaughter

**Carried**

**Yes – 14 No – 0 Abstained – 0**

- Human Resources - none
- Nomination - none
- Sponsorship/Funding - Meeting June 9 with Auction Committee – report posted on website
- Governance - Reports/Actions Meeting June 1 next meeting June 22 - reports posted to website
  - Code of Conduct revised OAAS Form F14.1
  - Board members Code of Conduct reviewed 2.8
  - Created Updated 8.1 Policy draft
  - Updated 8.2 Usage of Logo etc and OAAS 'Appendices C' Logo Guidelines

### **1. OAAS Website, Social Media, Email Policy 8.1**

*Actions:* Reviewed draft that subgroup had prepared, and wording was tweaked to align with our other policies. This is a new policy had not previously existed.

**Motion** by Linda Murray that the Board approve the new OAAS Website, Social Media, Email Policy 8.1 as amended

**Seconded** by Valerie Allen

**Carried**

**Yes – 14 No – 0 Abstained – 0**

### **2. Usage of the OAAS Trademark, Logo, Watermark Policy 8.2**

**Motion** by Brian Slaughter that the Board approve the new OAAS Trademark, Logo, Watermark Policy 8.2 as amended

**Seconded** by Leonard Riopel

**Carried**

**Yes – 13 No – 0 Abstained – 0**

### **3. Corporate Visual Identity Guidelines – Appendix C**

*Actions:* Reviewed existing document, wording was tweaked to align with current practice.

**Motion** by Liz O'Gorman-Smit that the Board approve the modified Corporate Visual Identity Guidelines – Appendix C

**Seconded** by Linda Murray

**Carried**

**Yes – 11 No – 1 Abstained – 0**

*"The OAAS is committed to providing an environment in which all persons are treated with respect and dignity.  
The Designated Harassment Officers are Brian Slaughter and Andrew Iceton."*

#### 4. Code of Conduct – F14.1

*Actions:* Included reference to new language regarding Code of Conduct violation.  
Language updated and points rearranged to improve the flow of the document.

**Motion** by Carol Cann that the Board approve the modifications to the current Code of Conduct F14.1 to update language and improve flow of document.

**Seconded** by Valerie Allen

**Carried**

**Yes – 14 No – 0 Abstained – 0**

#### 5. Board Operations Policy – Board Members Code of Conduct – 2.8

*Actions:* Included new section on dealing with Code of Conduct violations. New process, report of violations goes to Past President to follow the informal and formal procedure.

**Motion** by Brian Slaughter that the Board accept the amendments to the Board Operations Policy– Board Members Code of Conduct – 2.8 with new procedure for dealing with Code of Conduct violations.

**Seconded** by Linda Murray

**Carried**

**Yes – 13 No – 0 Abstained – 0**

#### **CONVENTION COMMITTEES**

- Ambassador - None
- Auction – May 5 – report posted on website
- Speakers/Sessions - Meeting June 24
- Registration - None
- Competitions - Meeting May 20 – no report
  - Honey & Maple syrup fun contest at 2022 Convention – competitions at 2022 Fairs & 2023 Convention
- Hospitality - None

#### **AD HOC COMMITTEES**

- Judging Panel - None
- 175th Anniversary
  - Meeting June 10 - report on website
  - Revised 175<sup>th</sup> Competition Rules on website

14. OAAS Strategic Plan - OAAS Strategy May 2021 Report

15. Manager updates – Vince Brennan - see Manager’s Report on website

Thank you for your help with getting our Ag Societies’ information corrected on our website; we still have a long way to go yet. This will be ongoing!

New/ongoing/tasks

- Was part of CAFE Recovery Working Group
- I am working on a committee with CAFE – Stakeholder working group.
- Had meetings with IAFE zone, as well IAFE state and Provincial meetings.

*“The OAAS is committed to providing an environment in which all persons are treated with respect and dignity.  
The Designated Harassment Officers are Brian Slaughter and Andrew Icton.”*

- Organized and planned several successful OAAS webinars.
- Several newspapers interviewed me on what reopening and subsequent steps may look like. i.e. a number of fairs that have been cancelled, financial situation, etc.
- Attended AgScope's and Farm & Food Care meetings
- Ongoing work with our draft Strategic Plan
- Attended most of the District Spring meetings
- I attended nearly all OAAS - committee meetings over the last couple of months.
- I was invited and attended AAAS Awards Gala
- OAAS Executive and OHA were part of the OMAFRA stakeholder meeting.
- Completed a number of surveys for CAFE
- I have been busy with a number of meetings with OMAFRA.
- Working with Public Health and OMAFRA for clarification on regulations around reopening plans
- I am updating changes for the directory/website ongoing.
- Please send me your District invoices after renewing District Zoom accounts (still missing some)
- Gathering information around becoming a charitable status organization (pros/cons/etc.)
- Working on our 2022 Budget
- Working on rolling out next steps with funding from Grassroots for Risk Management
- I'm invited to bring greetings and attend OHA annual meeting next month.

16. Convention Administrator updates – Kathryn Lambert

With still 7 months to convention, hopefully life will be back to the new normal, by then. At this point the OAAS is planning for an in-person event with some hybrid components.

- As of last Friday, a few suites and club rooms were still available at the hotel.
- I have started to reach out to potential speakers, which I will share more with the Seminar committee later this month. (if you have a possible speaker or topic, please pass it along)
- Until the hotel knows their limitations, it will be hard to determine schedule.
- Auction and sponsorship committees are going to work together, to help build the quality of the live/silent auction and possible fundraiser through the year.
- 175<sup>th</sup> Anniversary committee is working on ideas to continue the celebrations at the convention (and months before), stay tuned for more details.
- Competition committee is looking at hosting a couple of fun judging classes at the convention, as a promo for new classes for 2022 fairs/districts and in place of the 2022 convention competitions.
- In the coming months, showcase entertainment will be discussed, if you know any potential entertainment, please forward me their name.

17. Next meeting – July 20 via Zoom

18. Adjourn

**Motion** by Linda Murray

Next Board Meeting dates: July 20, Aug 17(Erik), Sept 21, Oct 22 & 23, Nov 16, Dec 21, Jan 18, 2022, Feb 17–19, 2022

For information only - Provincial Directors up for elections are Districts 2, 5, 8, 11, & 14 note: 12 - open