

PAEX BOARD OF DIRECTOR'S MEETING MINUTES

January 17th, 2024

1 Year	In Attendance	2 Year	In Attendance	3 Year	In Attendance
Lawrence Bodnar	Yes	Donna Nagy	Yes		
Roger Mayert Member at Large	Yes			Kim Jackson	No
Danielle Robert	No			Roy McDougall 1 st Vice President	Yes
Debbie Schreiner 2 nd Vice President	Yes				
Dale Shillington Member at Large	Yes				
Greg Dionne-City Rep PRESIDENT	Yes				
Debra Despins	Yes				
Robyn Nagy	Yes				

1.0 Call to Order: Greg Dionne called the meeting to order at 6:00 P.M.

1.0 Agenda review

MOTION BY: Roy McDougall to accept the agenda as presented.

MOTION CARRIED

2.0 Minutes of Board Meeting October 18th, 2023 and December 6, 2023 Note: there are no minutes for November as there was no meeting.

MOTION BY: Roy McDougall to approve the October 18th and Dec. 6th, 2023 minutes.

MOTION CARRIED

3.0 MANAGER'S REPORT

FINANCIALS

- Bank chequing account is at approx. \$200,966.69.
- Redeemable Term account - \$303,887.37.
- CERB Loan is paid in full.
- Financial Statement to end of December, 2023. To be provided at board meeting.
- Audit underway for last fiscal year.

OFFICE: Administration:

- Met with voices of the north. New terms and conditions provided in order to hold their annual cabaret at the PAEX. PAEX officials to use this year as a guide to determine if next year to be a go.
- Conference call held with Rob Hauser. Contract finalized for West Coast Amusement. The contract is under First Class Concessions, but the advertising will remain as West Coast Amusement Rides. Points to note of the contract are: 1) Rides to start Wednesday July 31st, 2024 after ride inspection occurs.
2) Approx. 31 rides with 5 new rides; 3) 50 promo ride tickets to be used for advertising purposes; 4) ATM and cashless payment installed by First Class.

OFFICE: **Administration: Continued**

- Met with Lawrence re: Main Hall entertainment during 2024 PAEX summer fair. The following entertainment was contacted by Lawrence: Constant Reminder; The Project; Rez Boys; and regarding the native dancers, looking to include a dance group from Regina.
- Met with Francine from Cooperators Insurance. Negotiations between Cooperators and Cornerstone Insurance to determine insurance for PAEX. At present PAEX will continue to pay premiums with Cooperators on a monthly basis until building values are properly assessed.
- Met with Bev re: Winter Festival planning.
- Conference call with John Morash re: Health & Dental insurance renewal for staff.
- North Country Accounting – contract finalized. Letter to the board to be presented at next board meeting.
- Applied for the Summer Student program; requested 5 Maintenance workers; 3 admin workers; 2 bookkeepers; 4 security.
- Website updated.
- Purchased point of sale machine.
- Sage updated. Cost associated with the Sage update is \$3,700.
- Focus on Spring scheduled for March 9 & 10th, 2024 -21 vendors to date.
- Equine Club renewal of insurance through Acera Insurance Services.
- Forms updated for 2024 use: Trailer Park Reservation Form Note: campground rates proposed increase as follows: Asking for board approval. Note that the rates have been the same for over 5 years and the new proposed rates are below other campgrounds in Saskatchewan.

2023 RATES – PLUS GST	Proposed 2024 RATES – PLUS GST
NO TENTING	NO TENTING
DAILY RATE \$30.00	DAILY RATE \$ 32.00
WEEKLY RATE \$180.00	WEEKLY RATE \$190.00
MONTHLY RATE \$650.00	MONTHLY RATE \$665.00
STUDENT RATE \$550.00	STUDENT RATE \$560.00
	SUMMER FAIR RATES FOR CATTLE & HORSE SHOW PARTICIPANTS \$25.00 /day

MOTION BY: Roy McDougall 2ND by Dale Shillington to approve the proposed campground rate increase for 2024.

MOTION CARRIED

- Other updated forms are: Campground brochure; Parade Entry form; Summer Fair Tradeshow announcement; Focus on Spring Tradeshow & Sale; and PAEX rental information.
- The following AGM update:
 - 1) To prepare for the AGM, 5 letters were prepared to board members - terms are due.
 - 2) A nomination form for board of directors is provided to all board members to encourage applications.
 - 3) An announcement for board volunteers is placed in the following advertising areas:

a) Community announcements;	d) Facebook;	g) Shopper;
b) P.A. Chamber;	e) Instagram;	h) PA Daily Herald;
c) PAEX website;	f) Twitter;	i) PA Now

3.0 MANAGER'S REPORT – Continued

- 4) The AGM will be announced in newspapers approx. 2 weeks before Feb. 21st, 2024.
- 5) PAEX members & life members to receive an email notifying them of upcoming AGM 2 weeks prior to AGM.
- 6) Financial statements to be made available February 7th, 2024. Those interested can pick up a copy at the Admin office.

VANDALISM EVENTS:

- Fence located north of log house burned.
- Back lights stolen from PAEX truck. Staff reinstalled new ones.
- A break-in to first ticket booth by the shop occurred. No issues noted.

REGULAR MAINTENANCE:

- 10 smoke detectors upgraded in Optimist building.
- Fixed drain for women's washroom at the Optimist building.
- Old floor scrubber under repairs. Waiting for parts.
- Changing lightbulbs in main hall; boardroom & office remove ballasts and install led bulbs.
- Wash stations installed main hall server; one in west room small server kitchen.
- Floors in main hall scrubbed, stripped and re-waxed. East/West and lobby scheduled next.
- Toilet repairs.
- Repairs to chairs and cleaning main hall chairs
- Fix chair cart.
- Christmas decorations removed and put away.
- Caboose 98% complete need to wait until spring for paint and floor install.
- New carpet installed in board room and admin office area.
- First Aid kits purchased and placed in various locations ie. main building, log house, etc.
- At present we are reviewing small infrastructure upgrades to do in the optimist building. East side stairwell is heated. Looking to clean that up and paint.
- Plug-in installed in main kitchen in order to plug in the popcorn machine.

4.0 MANAGER'S REPORT – Continued

UPCOMING EVENTS:

- 1) Frank Dunn Trailer Show & Sale – January 22 load in to Feb. 5th load out, 2024.
- 2) P.A. Winter Festival – February 2024.
- 3) Blood Donor Clinic – March 4th.
- 4) Focus on Spring – March 9 & 10.
- 5) P.A. Grand Council – March 11;12;13
- 6) Hopes Home Fundraiser – March 23.
- 7) Victory Hospital Fundraiser April 27.
- 8) PAGC Fine Arts Festival Fundraiser April 22-25.
- 9) Opportunity Bridal Show and Sale April 30th.
- 10) Family Expo May 4th.
- 11) Women's Indigenous Conference May 17 & 18.
- 12) Rotary Club - LobsterFest Fundraiser May 25th.

MOTION BY: Roger Mayert to accept the Managers Reports. **MOTION CARRIED**

5. PAEX Events update

- a) **Focus on Spring** – Board recommended to have the Sleigh rides,& the Olaf guy.
- b) **Summer Fair Photography update** – Deb S. met with committee. The committee would like to move the fence 6' for more room in the main hall for ag, Hort and photography setup. Plan to have 4 category classes. Youth 13 and under; Adolescents 13-17; Open group; 8 X 10 or bigger matted 1 picture per board. Total Photography budget from \$1,500 - \$2,000.
- c) **Summer Fair Entertainment** – Budget approval
Motion by: Debbie Schreiner, seconded by Lawrence Bodnar to set the budget for entertainment in the main hall up to \$40,000. To include the production. **Motion carried.**
- d) **Summer Fair Barn Yard Animals & Pony Rides** Deb D. Doug Fairborne coming back with his pony rides and barnyard animals.
- d) **Summer Fair Bouncy Castles** – Deb D. advises that we've received 1 proposal. Deb. to check with other businesses.

6. **Old Business** – Summer Fair Horse shows – the horse committee to try to get more sponsorships to help offset the expenses. Topic tabled to February meeting.

7. **New Business**

- 7.1 North Country Accounting – Board members received a letter describing the audit procedure.
- 7.2 Ag/Ed Scheduled April 10 & 11, 2024 – This event is no longer available.
- 7.3 Mayor's address Feb. 1, 2024 – Board members to let Deb D. know if able to attend.
- 7.4 Winter Festival Tux & Tails Jan. 27th @ Wildlife Federation – 4 complimentary tickets available. Board members to let Deb D. know if able to attend.

8. **In – Camera Session** - No

9. **NEXT MEETING:** AGM Wednesday Feb. 21, 2024 in East/West Room; and
Board meeting to follow – Election of Executive – Location PAEX Boardroom.

MOTION BY: Roy McDougall to adjourn the meeting. **MOTION CARRIED**

Meeting adjourned Adjourn 8:00 p.m.

Date: May 20 2024 / _____, 2024

Signed: [Signature], President