

## PAEX BOARD OF DIRECTOR'S MEETING MINUTES

October 16th, 2024

1 Year	In Attendance	2 Year	In Attendance	3 Year	In Attendance
NAGY, Donna	Yes	Harris, Shaun	Yes	Barbondy, Jim	No
		Jackson, Kim	Yes	Bodnar, Lawrence	Yes
		McDougall, Roy 1 <sup>st</sup> Vice President	Yes	Mayert, Roger Director at Large	Yes
		Njaa, Rebecca	No	Schreiner, Debra 2 <sup>nd</sup> Vice President	Yes
		Sanderson, Jennifer	No	Shillington, Dale Director at Large	Yes
Greg Dionne-City Rep PRESIDENT	Yes				
Debra Despins	Yes				

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

2.0 Agenda review

**MOTION BY:** Roger Mayert to accept the agenda as presented and amended.

**MOTION CARRIED**

3.0 Minutes of Board Meeting September , 2024 reviewed

**MOTION BY:** to approve September 18th, 2024 minutes.

**MOTION CARRIED**

### **4.0 MANAGER'S REPORT**

#### **FINANCIALS**

- Bank Conexus chequing account is at approx. \$88,662.15.
- Bank RBC chequing account is at approx. \$410,000.00
- Redeemable Term account - \$6,600.82.
- Financial Statement to end of September, 2024.
- 68 units in storage to date.
- Require board permission & (letter of direction) to move up to \$200,000. To a term account in RBC.

#### **OFFICE: Administration:**

- \* Deb & Wayne away on holidays Dec. 02 returning Dec. 16. No work crew during month of Dec.
- \* Staff busy with year-end prep work getting books ready for audit;
- \* Candace Hesje from North Country Accounting has agreed to audit the books.
- \* Switching all automatic payment accounts such as SaskTel; SaskPower; Sas Energy; CRA, etc. over to RBC.
- \* Year-end files turnover work.

#### **4.0 Manager's report - continued**

##### **CONTRACTS UPDATE:**

- \* First Class Concession – West Coast Amusements – contract discussion with board.
- \* Draft contract sent to Winter Festival president.
- \* Lions Club contract has been approved by Lions Club – year-to-year basis due to new executive each year. All that needs done at this stage is signing the agreement.
- \* Contract negotiations in the works with Coke. The proposal is \$5,000. Per year annual sponsorship. Requesting a 10-year commitment. Plus \$250.00 per year in coke marketing products, for a total of 52,500. In sponsorship over 10 years. Machines for permanent food booths to be brought in July and taken out after summer fair. Looking to have vending machines in lobby, main hall and log house. Looking to place vending machines around the grounds during summer fair. Re-reviewing the reefers for summer fair.
- Air conditioning unit/furnace for office on order with Korycki. Will be spring 2025 for install.
- The cooperators insurance adjuster has approved Tom Beuckert (the contractor) & Prairie Post Frame to supply the building for Barn 0. Building materials has been ordered. Anticipate building material to arrive late October with the building being built by end of November. Contractor advises it takes about 2 weeks to build.
- Tender in the works for the electrical for Barn 0 with spring of 2025 target date of install.
- Octagonal work on roof project started Oct. 1, 2024. Integra is the construction company.

##### **Event Info: Focus on Christmas**

52 vendors with 55 booths sold; 1 outdoor trailer selling Beaver Tails; 4 non-profit booths East-West Hall to be a kid's zone; Free horse cart rides on Saturday only; OneRedNoseTenHappyToes arriving to costume perform on both days as Olaf; Gingerbread; Elf & Grinch characters. \$2.00 door entry. Approx. \$12,000. In booth revenue to date. Canteen by PAEX & Cindy Fuller as cook. Board members to advise Deb ASAP if able to make and help out November 2 & 3<sup>rd</sup>. We will need people to take entry at door; work in canteen; sell 50/50; clean; monitor exit doors; count cash.

##### **VANDALISM EVENTS:**

No issues to report.

##### **MAINTENANCE:**

- Project 2 - widen fence north of log house. Fence torn down week of October 7 – 11<sup>th</sup> and materials disposed of. Rebuild scheduled for next week weather permitting.
- Project 24 – Barn 0 update barn on order expect arrival late October and to be built by end of November.
- Project 27 – New Air Conditioning Unit for the office on order. Korycki successful bidder.
- Ongoing yard clean-up & maintenance. Tree trimming and cutting.
- Water lines blown out.
- 64 RV storage units tucked in barns. Full with the exception of a few small units to consider. Anticipate approx. \$26,000. In revenues.
- Christmas decorations planned to go up after legislative assembly. Target dates are Oct 30, 31. To be ready for FOC.

#### **4.0 Manager's report - continued**

##### **PUBLIC EVENTS:**

- 1) November booked every weekend.
- 2) Air Cadets Tradeshow Oct. 12.
- 3) Guns & Antiques Tradeshow Oct. 19 & 20<sup>th</sup>
- 4) Elections Canada Log cabin Oct 22 – 26<sup>th</sup>
- 5) PAGC Legislative Assembly Oct 27 – 30<sup>th</sup>
- 6) Focus On Christmas November (1 set up) & 2- 3.
- 7) P.A.G.C. Nov. 5 & 6.
- 8) Advanced polling City Elections Nov. 8 & 9.
- 9) Civic Election Log house Nov. 13.
- 10) RRRR November 16<sup>th</sup> – fundraiser.
- 11) Electoral Main hall Nov. 23.
- 12) December booked every weekend with private parties
- 13) P.A. Kennel Club dog competition Dec. 30<sup>th</sup> – January 3<sup>rd</sup>, 2025

MOTION BY Dale Shillington to accept Manager's Report.  
MOTION ACCEPTED.

5.0 Events update: As per managers presentation for Focus on Christmas

6.0 Old business – no report

7.0 New Business

7.1 First Class Concession – West Coast Amusement.

**Motion by** Roy McDougall to accept the new 2025 summer fair dates starting August 6 – 10<sup>th</sup>, 2025

**MOTION ACCEPTED**

7.2 Eastern Chuckwagon & Chariot supper – Roy to attend

7.3 Board & Staff Christmas gathering – Set for November 28<sup>th</sup>, 2024. Board meeting at 5 and meal to get underway around 6:30. Chinese buffet style. Board, staff & family are invited. Let Deb know how many plan to attend.

In-Camera session – None

8. Next meeting – November 28th, 2024

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

Meeting adjourned Adjourn 7:30 p.m.

Date: \_\_\_\_\_/\_\_\_\_\_, 2024

Signed: \_\_\_\_\_, President