

Corporation of the Municipality of South Huron

Exeter Rodeo Committee

Minutes

Wednesday, November 13th, 2019

7:00 PM – 9:00 PM

Town Hall, 322 Main Street, Exeter

Present: Steve Clarke (Chair), Mike Clarke, Scott Nickles, Jo-Anne Fields, Dave Marshall, Deputy Mayor
Jim Dietrich, Gus Guerts

Delegation: Bart Devries, Miranda Eveland, Megan Forrest of Jessica's House Music Weekend

Staff: Scott Currie, Justin Finkbeiner

1. Call To Order

The Chair called the meeting to order at 7:00 PM

2. Agenda

That the agenda for November 13th, 2019 be approved as presented.

Motion: 40-2019

Moved: Fields

Second: Nickles

Disposition: Carried

3. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

4. Minutes

That the minutes of August 27th, 2019 be adopted as presented.

Motion: 41-2019

Moved: Nickles

Second: M. Clarke

Disposition: Carried

5. Business Arising from the Minutes

None.

6. Business to be Discussed

6.1 Council Meeting Update

None.

6.2 Jessica's House Music Weekend: exploring entertainment partnership

Representatives of Jessica's House Music Weekend Bart Devries, Miranda Eveland and Megan Forrest proposed an idea to partner with the Exeter Rodeo Committee and deliver a combined event in 2020. For example, one idea is to have Jessica's House to coordinate a Saturday night music event in exchange for a portion of the event proceeds that evening.

The preference would be for the music portion of the event to be on the SHRC arena surface to mitigate the risk of inclement weather.

The Committee felt it would be necessary to consult the Exeter Lions before agreeing to explore any additional partnerships. The Chair would connect with the Lions to discuss on behalf of the Committee.

6.3 Event Debrief

- Preliminary Financials

Manager of Community Services circulated a copy of the detailed general ledger of accounts receivable and accounts payable. Committee members confirmed there are no outstanding expense claims to their knowledge. There appears to still be some outstanding accounts receivable - staff will work to track them down.

Manager informed the Committee that a summary financial report to Council is planned for December. This report will include the municipality's in-kind contribution (i.e., staff time and resources) to the 2019 event, as per direction received at the June 17 Council meeting.

Manager requested information about the Committee's in-kind volunteer contribution of time to include in the financial report. This information would be useful in supporting grant applications to the province to support and grow the rodeo and would help in recruiting additional volunteers to help with tasks.

- Master Event Work Plan

The Committee accepted the Master Work Plan prepared by staff in consultation with members, which lists all tasks necessary to deliver the rodeo event. The Master Work Plan can assist in identifying in-kind volunteer time to run future events.

6.4 Planning for Exeter Rodeo 25th Anniversary in 2021

The Chair volunteered to send out an email requesting member volunteers to sit on a planning subcommittee. The number of Committee members on the subcommittee must be below quorum. This subcommittee will be tasked with developing an event budget.

Staff are requested to determine the budget from the 20th anniversary event to use as a baseline for the Committee to plan the 25th anniversary.

Member Fields volunteered to investigate a logo design for the 25th anniversary event.

6.5 Unfinished Business

- Governance Discussion

Staff provided information to the Committee. The Committee recognizes that volunteers are vital to the success of the rodeo, and everyone's contribution is valued. However, there is recognition that the Committee's work cannot move forward without achieving meeting quorum. According to the Appointment By-law (By-Law #17-2019), there are 13 members on the Exeter Rodeo Committee. Therefore, to assist with achieving meeting quorum, the committee discussed options to revise its terms of reference with provisions that stipulate:

- a maximum number of voting (i.e., executive) members, and
- retirement of voting powers for members that miss two consecutive meetings or three in a year.

That the Exeter Rodeo Committee request Council to revise its terms of reference.

Motion: 42-2019

Moved: Nickles

Second: M. Clarke

Disposition: Carried

Regarding the concept of entering into an MOU with the Municipality, the Manager presented information about the process to become an independent Rodeo Committee (i.e., an 'Unincorporated Association'). The advantages are greater autonomy while still benefitting from financial/in-kind support from Council and access to municipal staff resources to support the event. The main disadvantage relates to the need to procure adequate insurance for members. The Committee expressed a desire to maintain status quo as a committee with the Municipality.

7. Committee Updates

None.

8. Correspondence

- Vicki Sword on behalf of Ross Millar Group re: 2019 Tour Year Book

9. Adjournment

That the Exeter Rodeo Committee hereby adjourn at 7:50 PM to meet again On December 11 at 7:00 PM or at the Call of the Chair.

Motion: 43-2019

Moved: Dietrich

Second: Marshall

Disposition: Carried

Good afternoon, Scott.

Ross Millar Group is developing a yearbook showcasing the 2019 rodeo season. Just like the 2016 - 2018 yearbooks, it will be filled with highlights, photographs, stats and accomplishments from throughout the season. Each individual rodeo will have a page in the book to showcase their event, thank supporters and highlight their successes.

In order to complete the individual rodeo sections, we are asking each committee to fill out the attached form with information about their event. Please submit the completed form with as much information as possible about the Exeter Rodeo. I understand that there may be information that you do not have, but fill in what you can.

Please email the completed form to [REDACTED]. If you have any questions about the information requested, please contact me via email or at the phone number listed below.

Thank you,

Vicki Sword