



Shannonville Agricultural Society MEETING MINUTES

Date: Feb. 8, 2023

Time: 7:00 pm

Location: Twp. Rec. Hall



1. Call to Order at: 7:01 pm
2. Roll Call: George, Heather, Doreen, Dave & Terry

Fortunately all the newly elected Officers were in attendance, but we did not have enough members present to establish a quorum. We did manage to discuss and confirm various items.

3. The Jan. Pancake Breakfast went very well and was a success.
4. The next Pancake Breakfast is planned for Feb. 26, 2023.
 - Everyone is asked to bring 1 tea towel as they seem to be in short supply (you can take yours home)
 - It was agreed that the next breakfast should end at 12:00 pm
 - It was agreed that the entrance fees should be updated to \$12. for Adults, \$10. for children 8 to 12 and \$5.00 for children under 8.
 - Dave will update the promotional flyer to reflect these changes.
 - We have the Sat morning booked to any precooking requirements.
5. Breakfast Supplies Spreadsheet. George recommended we establish spreadsheet documentation for pancake breakfast equipment, for supplies needed to conduct a breakfast and one for a list of volunteers.
 - It was agreed that we should fine-tune our supplies inventory and dispose of any pieces of equipment that we do not use.
 - Any spare totes would be welcome to facilitate storage and transport of the needed pots & pans, etc.
 - Dave will do a draft sheet for supplies
6. 4-H Club Liaison
 - Heather reported that Diane Jarrell has advised that the local 4-H Clubs will be donating \$250 to put towards repairs to the Coverall.
 - It was agreed that we need a closer connection to all 4-H Clubs so we can help support their efforts through our website. Heather provided phone numbers for Diane Jarrell and Emily Reed.
7. Our QR Code and how to use it.
 - Dave explained our QR Code and that it should be posted on all of our printed matter. See the top of these minutes. This code can be scanned by any smart phone with a card reader, for direct access to our website.
9. Draft Fair Flyer for 2023
 - From earlier discussions on the subject of our traditional "Fair Book" there seemed to be an interest to taking a different approach. Namely, a one-page flyer
 - Dave presented a draft version of what this flyer might look like. It's was a tri-fold flyer listing the daily activities and their start times, a map of the fairs grounds complete with event locations and a reference to our website for all entrance fees, rules and applications.
 - The draft content related to last years fair so needs to be updated

- One panel was left blank and could be use for more fair info, or a list of sponsors, or a single sponsor ad who would sponsor publication of the flyer.
- Dave will get some cost estimates for printing off 3 to 4 thousand copies
- Heather indicated the Library may be a source for printing.

10. Fair Planning Meeting.

- It was agreed that our next formal meeting will focus more on actually planning events and activities for this years fair. (Our Pancake Breakfast routines are well established)
- 2 day event vs. 3 day event?
- Demo Derby, yes. Tractor Pull, not so sure?
- Will require a start to reviewing the outcomes from last year and we have that well documented.
- Should finalize the sponsor letter at the next meeting.

11. Twp Family Day Feb 20, 2023

- Something like the ATV Santa Claus parade, we have been asked to serve hot chocolate and popcorn at the Family Day. All supplies provided by the Twp.
- We have agreed to provide the volunteers. We have been asked to arrive by 10:30 am and it will run until 3:00 pm.
- Update since this meeting, we will be setting up two of our “face boards” for the Family Day and also plan to relocate at least one of them to the Rec. Hall for our next Pancake Breakfast
- The Family Day Flyer can be found on our website.

12. Thankyou Letters

- George recommended and we agreed that a thank you letter should be mailed to all of our 2023 members, thanking them for their support and how their support will help with future grant opportunities.
- This letter will also include their individual membership card.
- George will draft the contents of this letter and forward to Dave to setup officer signatures
- Dave will prepare membership cards and provide to Doreen to fill out.

9. Next Meeting: Date: March 8, 2023, Time: 7:00 pm, Location: Twp Rec Hall

10. Meeting Adjournment