

Corporation of the Municipality of South Huron

Exeter Rodeo Committee Minutes

Tuesday August 27th, 2019
7:00 PM – 9:00 PM

South Huron Recreation Centre

Present: Steve Clarke (Chair), Mike Clarke, Scott Nickles, Jo-Anne Fields, Dave Marshall, Brenda McCarter, Mayor George Finch, Deputy Mayor Jim Dietrich

Staff: Scott Currie

1. Call To Order

The Chair called the meeting to order at 7:02 PM

2. Agenda

Motion: 36-2019
Moved: Fields
Second: Cook
Disposition: Carried

That the Agenda for August 27th, 2019 be approved as presented.

3. Disclosure of Pecuniary Interest and the General Nature Thereof

None

4. Minutes

Motion: 37-2019
Moved: Cook
Second: Fields
Disposition: Carried

That the minutes of August 6th, 2019 be adopted as presented.

5. Business Arising from the Minutes

None

6. Business to be Discussed

6.1 Council Meeting Update

None

6.2 Event Debrief

- Attendance & Visitor Data Collection
 - An attempt was made to collect attendance data at the gates; however, it was too difficult for our volunteers who had the responsibilities of processing payments and stamping hands. For reliable visitor data a volunteer needs to be dedicated to this task at each gate during admission.
- Preliminary Financials

- Invoices from suppliers are still being received and processed, final expense numbers will be available next meeting
- Facilities and Grounds
 - Still some signs out that need to be retrieved. For next year their location needs to be documented to make retrieval easier.
 - The Committee was not satisfied with the security service provided and will review options to improve it for next year.
- Marketing and Promotion
 - Nothing to report
- Vendors
 - Vendors were satisfied with the experience
- Sponsors and Financial
 - Roughly \$21k in cash and \$3-4 in-kind was generated this year
- Special Weekend Activities and Entertainment

Motion: 38-2019

Moved: Fields

Second: Dietrich

Disposition: Carried

That Connor Wilson be approached about performing again at next year's rodeo

6.3 Planning for Exeter Rodeo 25th Anniversary in 2021

6.4 Unfinished Business

- Governance Discussion: Committee Structure and Meeting Quorum

The committee wants to review its governance structure. Staff are asked to bring back a report exploring options:

- 1) Opening the Terms of Reference and creating an Executive Committee
- 2) MOU with the Municipality

- The committee would like to collect and document the major tasks from each volunteer who works to plan and deliver the rodeo. The intention is to create one Master Work Plan for future reference. Staff will circulate a template for collecting these tasks and roll up into a Master Work Plan
- Beginning in March of 2020, the Committee wishes to set a meeting schedule on the second Wednesday of each month.

7. Committee Updates

None

8. Correspondence

None

9. Adjournment

Motion: 38-2019

Moved: Fields

Second: Dietrich

Disposition: Carried

That the Exeter Rodeo Committee hereby adjourn at 8:13PM to meet again on November 13th at 7:00 PM at Town Hall or at the Call of the Chair.