

8:00 a.m. – 10:30 a.m.
Wednesday September 4, 2024
Agri-food Hub and Trade Centre Boardroom #1
CONFIDENTIAL

Board Members: Lloyd Brierley, Cole Beck, Carly Kleisinger, Jennifer Place, Darrell Mathews, Brian Loewen

Guests: Payden Van Gaalen, Tara Grindle

Administration: Kim Gallucci, Paul Kingsmith, Kathy Grabowsky

MINUTES

OKI and Call to Order by Chairperson Cole Beck at 8:06 am.

1. Adoption of Agenda

- Add changing the date of the year end (in public)

Motion: by Darrell Mathews, seconded by Carly Kleisinger to approve the amended agenda for the September 4, 2024, Board Meeting. **Carried.**

2. Adoption of Minutes

Motion: by Lloyd Brierley, seconded by Carly Kleisinger to approve the minutes of the August 7, 2024, Board Meeting as presented. **Carried.**

3. Action Items from Last Meeting

- 3.1 None

4. Reports

Motion: by Jennifer Place, seconded by Lloyd Brierley to go in-camera at 8:08 am. **Carried.**

- 4.1 CEO Report

5. New Business

- 5.1 Food & Beverage RFP
- 5.2 Old Pavilion Discussion

Motion: by Carly Kleisinger, seconded by Darrell Mathews to come out of in-camera at 10:15 am.
Carried.

Motions coming from in-camera discussions:

Motion: by Jennifer Place, seconded by Cole Beck to approve Lethbridge & District Exhibition's proposed 2025 Budget and Budget forecast contingent on the City of Lethbridge's Budgetary approval. **Carried.**

Motion: by Lloyd Brierley, seconded by Darrell Mathews to approve Lethbridge & District Exhibition requesting Lethbridge City Council support using the remaining allocated funding until approval of the 2025 operating grant. **Carried.**

Motion: by Carly Kleisinger, seconded by Brian Loewen to approve Lethbridge & District Exhibition continuing to pursue revenue generating priorities of:

1. Trade and Convention
2. Sponsorships
3. Agriculture

Carried.

Motion: by Cole Beck, seconded by Lloyd Brierley that based on a cost analysis the Board of Directors recommend closing and boarding the old pavilions following the commencement of the current lease.
Carried.

5.3 Lethbridge & District Exhibition Fiscal Year End

- The Audit Committee reviewed and brought forward to the Board of Directors the suggestion of updating the fiscal year end of Lethbridge & District Exhibition to align with the City of Lethbridge Year End. This would update the year end to being January 31st rather than October 31st.
- Given the support from the City of Lethbridge this would be a more efficient way to proceed and would have no negative impact on the organization.
- Lethbridge & District Exhibition will work with the Auditors from Avail LLP to determine the most efficient way to make this change occur.

Motion: by Darrell Mathews, seconded by Cole Beck to change the fiscal year end date of Lethbridge & District Exhibition to January 31st to align with the fiscal accounting dates of the City of Lethbridge.
Carried.

- The Board of Directors discussed meeting with the staff from Lethbridge & District Exhibition and providing an update and offering the opportunity for the team to ask questions about what to expect over the next couple months. This meeting will take place at 10:00 am on October 2nd, immediately following the next Board Meeting.

6. Next Board Meeting – Wednesday October 2, 2024, at 8:00 am

7. Adjournment

Motion: by Jennifer Place, seconded by Cole Beck to adjourn the meeting at 10:30 am. **Carried.**