

8:00 a.m. – 10:30 a.m.
Wednesday December 11, 2024
Agri-food Hub and Trade Centre Boardroom #1
CONFIDENTIAL

Board Members: Lloyd Brierley, Cole Beck, Carly Kleisinger, Darrell Mathews, Brian Loewen, Rob Ulrich

Guests: Payden Van Gaalen, Tara Grindle

Administration: Kim Gallucci, Paul Kingsmith, Kathy Grabowsky

MINUTES

OKI and Call to Order by Chairperson Lloyd Brierley at 8:04 am

1. Adoption of Agenda

- Add item 5.3: City Council Decision
- Add item 5.4: Board of Directors Update

Motion: by Darrell Mathews, seconded by Carly Kleisinger to approve the amended agenda for the December 11, 2024, Board Meeting as presented. **Carried.**

2. Adoption of Minutes

Motion: by Rob Ulrich, seconded by Brian Loewen to approve the minutes of the November 6, 2024, Board Meeting as presented. **Carried.**

3. Action Items from Last Meeting

3.1 None

Motion: by Lloyd Brierley, seconded by Cole Beck to go in-camera at 8:07 am. **Carried.**

4. Reports

4.1 CEO Report

Attachment 3: CEO Report

Attachment 4: Audit Committee Report

Motion: by Cole Beck, seconded by Darrell Mathews to come out of in-camera at 9:01 am. **Carried.**

5. New Business

5.1 Human Resources Update

- Mel Mpofo has started as Finance Manager at Lethbridge & District Exhibition and will need to be assigned full signing authority.
- The Board would also like to appoint two board members full signing authority.
- Kim Gallucci to develop a policy outlining the threshold where a cheque will need to be signed by at least one board member is a certain dollar threshold is met. This policy will be brought back to the Board of Directors for review and approval.

Motion: That the Board of Directors approves assigning Finance Manager Mel Mpofo, Board of Director Carly Kleisinger and Board of Director Brian Loewen to full signing authority for Lethbridge & District Exhibition. **Carried Unanimously.**

5.2 Old Pavilion Discussion

- The Board confirmed that allowing Lethbridge Fire and Emergency Services to conduct emergency training in these buildings will not produce any additional funding or cost requirements to Lethbridge & District Exhibition.
- The Old Pavilion discussion does not need to remain a formal point of discussion at upcoming Board Meetings.

5.3 City Council Update from December 10, 2024, meeting

- Lethbridge City Council voted to approve \$4.1 million in funding for Lethbridge & District Exhibition.
- This funding is secured for two years (the current budget cycle)
- The parking lot/demolition discussions will be moved to the 2026 CIP meetings for the 2027 budget cycle.
- Lethbridge & District Exhibition Board and Administration needs to prioritize the development of a Strategic Plan.

Motion: by Darrell Mathews, seconded by Lloyd Brierley to implement the strategic planning process and long-term visioning, revenue and expense forecasting, including working with the City of Lethbridge on a new Governance model, based on the City Council Resolutions from the December 10, 2024, meeting. **Carried Unanimously.**

5.4 Board of Directors Update

- The Board of Directors had a discussion regarding the structure of the Board and what the best model is moving forward. It was determined that having one chairperson would be the most appropriate Governance model moving forward.

Motion: by Brian Loewen, seconded by Darrell Matthews that the Board of Directors will change from the current model with co-chairpersons to a singular position. As of January 1, 2025, Lloyd Brierley will be the Chairperson of the Board of Directors for Lethbridge & District Exhibition. **Carried (5 approved and 1 opposed (Cole Beck)).**

6. **Next Board Meeting** – Following the Avail Site Audit currently scheduled for January 13th and 14th, 2025.

7. **Adjournment**

Motion: by Carly Kleisinger, seconded by Rob Ulrich to adjourn the meeting at 10:04 am. **Carried.**