



SARBA Meeting MINUTES - JUNE 14, 2023

Location: Smitty's Restaurant,
Airdrie & by ZOOM

Meeting: Regular Board Meeting, all members invited.

IN

ATTENDANCE:

In Person: Katrin Becker, Elvina Ijtsma, Hope Barakat, Fred Groulx

Online: Rebecca Hammon, Josh Loranger, Jim Parker

1. Call to Order

Meeting was called to order at 5:47 PM, 7 members = Quorum

2. Reading and adoption of the agenda [requires motion & vote to adopt]

All had seen the agenda before the start of the meeting.

Motion to Adopt: Josh; 2nd: Fred; Carried

3. Reading and approval of the results of the Meeting held May 29, 2023

[requires motion & vote to adopt] (or verify with attendees that all have read the minutes)

Motion to Adopt: Katrin; 2nd: Josh; Carried

4. Treasurer's Report

- Will be attached when available

5. Secretary's Report

- There is no formal report

6. If after Show: Show Secretary's Report

- See attached document.
- Additional comments:
 - Gene's expenses were high. We need to make it clear exactly how much we will reimburse for when it comes to meals, costs incurred before arrival at the airport, gas expenses for anyone driving a judge to a show, etc.

ACTION: KATRIN: Create a bid sheet that we will use for ALL Judges..

7. Webmaster's Report

- There is no formal report.

8. Old/Ongoing Business

(maintain a list of on-going or left-over items that can be carried over from meeting to meeting, w/ items dropped and added as needed.)

-Show wrap up and notes for next time

See show secretary report

-Cookbook

Jim previously circulated a sample of pages for a recipe. He noted that we will need volunteers to try making the recipes so we can include comments.

-Millerville, shows for next year

Kataryna Borysiak has been talking to Millerville about holding a show for next year.

-Ongoing fundraising

Hope suggested that we should be fund-raising throughout the year rather than just before or at the show. One suggestion is to hold a monthly raffle to raise funds. It was noted that we need a raffle license in order to do that.

ACTION: check on ALGC website to find out how to get a license.

Note: Katrin did that June 16.

<https://aglc.ca/gaming/licences/raffle-20000-and-less>

9. Next Show Preparation [Currently Sept 23, 2023]

Show Committee should report on progress and identify next steps.

Nominate Secretary

-Judges, Double?

- Planning

We are proceeding with planning for a double show plus specialties and an unofficial meat show. We want to find a judge that can drive here so that it's not so expensive. Samantha Henderson was suggested.

(<https://www.facebook.com/samantha.henderson.7121>)

We need to create a Show Committee.

Katrin is willing to be Show Secretary.

ACTION: Look up rules for Meat Pens.

Note: Katrin did that.

ARBA Meatpen Rules are in the SoP

This site has could be used as an example:

<https://scmeatpen.wixsite.com/rabbitshow>

ACTION:KATRIN: Create Show Checklist

10. New Business

If there is something specific, it should be added to the agenda.

- vote for Katrin to take Secretary role and for Becca to take VP role

Hope suggested that Katrin and Becca switch roles. Both have agreed to step down from their current roles and be nominated for each other's role.

Motion for Becca to take on VicePresident role and Katrin to take up Secretary role: Fred; 2nd: Elvina; Carried

11. Next Meeting (type, date, time, location)

Next meeting is set for Monday, Jul.10, 2023 7:30pm.

12. Adjournment (Requires motion, but not seconder, DOES require vote)

Motion to adjourn at 6:32, Katrin. All agreed. Carried

Attachment: Show Secretary Report Suns Out Buns Out Triple Show and Specialty, June 2-3, 2023

We had

- 37 exhibitors and 148 rabbits entered in Shows A & B
- 36 exhibitors and 139 rabbits entered in Show C
- 12 exhibitors and 41 rabbits entered in the REX Specialty
- 7* Exhibitors and 17 rabbits entered in the Youth Show (Hope entered on behalf of her kids.)

MISC

- The photo table is WONDERFUL.
Maybe find nice fabric for the table & skirting that we can launder to reduce the plastic waste. We can have one bin that has everything launderable in it, and someone can volunteer to do the laundry after the show (I would be willing to do that)
- Check over the Show Prep Checklist
 - Adjust as necessary
 - Including DEADLINES for everything (ones that allow time for when things go wrong)
 - Then we USE IT
 - Follow it
 - Fill in names for each things so we all know who is responsible for what AND when it will be done
- Name an actual Show Committee with specific roles so things don't fall through the cracks
- Maybe get some T-Shirts made that say Show Committee also (Show Secretary, & Show Superintendent) so people can easily see who to go to for help. We could order from Sharin.

Accounting Stuff

- ALL PAYMENTS MUST BE MADE BEFORE THE DAY OF THE SHOW - NO EXCEPTIONS!!!!
- We should pre-print a sheet for raffle and 50/50 so anyone who sells tickets can simply put a checkmark in the right column.
- Show Secretary Stuff
- NO LATE ENTRIES
- Entries MUST close 7 days before the show.
 - No exceptions
 - We will allow 72 hours for people to add/change entries
After that, NO
 - Check-in sheets will be mailed out within 24 hours of the close of entries
 - Exhibitors will have 48 hours to check and make corrections/changes
After that - NO MORE CHANGES
- The Show Secretary is the ONLY person who can make changes to the judging sheets.
THE ONLY PERSON
The ONLY exception is scratches.
All changes MUST be recorded on the change sheet.

Show Catalog

- Remind people to READ THE RULES
- Make SURE of the sex of your rabbit

- Make sure you have made arrangements to get your rabbits tattooed at the show if necessary IN ADVANCE
- READ YOUR CHECK-IN SHEETS
 - The show secretary will sometimes make typos. It is the exhibitors responsibility to CHECK.
- Judge Bid stuff
- Outline exactly how much we will pay per meal per day
- Outline exactly WHICH meals we will pay for
- WE need to check on all charges/limitations for the airline we book with
- Judges shall submit a list of ALL anticipated extra expenses above and beyond the actual bid
 - How much are they expecting per day for food?
 - Gas; parking; other transport
 - How many days in a hotel (if they want to stay longer, that's fine, but we won't necessarily pay for it)
- We need to keep a running total of expenses **as we get them**
 - That we, we will have a reasonable idea of expenses as we go along
 - We should still go over it after the show, but this should help us avoid surprises
- Show Equipment

Judging Coops

- Hose off/disinfect the carpets on the tables
- Leave sufficient space between the judging tables and the exhibitor tables
We need room for observers AND for people to get by to load & unload
- Supports for the Judging Coops
 - Possibly: metal bookends that can be placed under the coops in-between the sections. If we place the bookends under the coops and zip-tie the tops of the coops, they should be fairly stable.
- New latches front & back
- Maybe: cut the backs so only 1 or 2 holes open for loading
- Edging for the door flaps



Youth Show

- Set up judging sheets specific to the youth show, including special prizes
 - Silkiest, plushiest, longest ears, floppiest ears, darkest, whitest, prettiest pose, biggest paws,
 -

Fundraising & 'Big' Prizes

- Sleeves with club logo and win
 - We can get logo badges AND have BIS, RIS, BOBO badges made separately.
- Badges
 - Can be used for fundraising - print on demand merchandise
 - Badges; jackets; hats
 - <https://coastalreign.com/merch-stores>
 - <https://embroideredpatches.ca/>

