

8:00 a.m. – 10:00 a.m.  
Wednesday June 5, 2024  
Agri-food Hub and Trade Centre Boardroom #1  
CONFIDENTIAL

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**Board Members:** Lloyd Brierley, Darrell Mathews, Brian Loewen, Jason Elliott, Carly Kleisinger

**Administration:** Kim Gallucci, Kathy Grabowsky

**Regrets:** Cole Beck, Jennifer Place, Byron Whitford, LDE External Council, Tara Grindle, Payden Van Gaalen

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## MINUTES

OKI and Call to Order by Co-Chairperson Lloyd Brierley at 8:01 am

### 1. Adoption of Agenda

- Add volunteer discussion for Whoop-Up Days (5.4)

**Motion:** by Jason Elliott, seconded by Darrell Mathews to approve the agenda for the June 5th Board Meeting as amended. **Carried.**

### 2. Adoption of Minutes

**Motion:** by Carly Kleisinger, seconded by Darrell Mathews to approve the minutes of the May 1, 2024, Board Meeting as presented. **Carried.**

### 3. Action Items from Last Meeting

- 3.1 None

### 4. Reports

#### 4.1 Audit Committee Recommendation

- The Audit Committee would like to bring forward a motion to the Board of Directors (information found in the Audit Committee Report).
- The Audit Committee reviewed the financial statements and brought them forward to the Board of Directors.
- High cost of IT due to a one-time charge of upgrading the bandwidth to handle any type of conference or ESport event.
- Timing of the charges for Partnerships will be higher than expected with these being charged out in October.

- Given the construction costs as well as the upcoming loan payment LDE would like to request some funding from the City of Lethbridge.

**Motion:** by Darrell Mathews, seconded by Jason Elliott that the Board of Directors approve the request of Lethbridge & District Exhibition to the City of Lethbridge for the transfer of funds for the construction costs from December 2023 to May 2024 in the amount of the remaining funds of \$1,081,412.31. **Carried.**

**Motion:** by Lloyd Brierley to go in-camera at 8:14 am. **Carried.**

#### 4.2 CEO Report

### 5. New Business

#### In-Camera Discussion:

- 5.1 Human Resources Discussion
- 5.2 Lethbridge & District Exhibition Lotteries Program

**Motion:** by Jason Elliott, seconded by Brian Loewen to come out of in-camera at 10:18 am. **Carried.**

#### Motions from in-camera discussion:

**Motion:** by Darrell Mathews, seconded by Brian Loewen to approve the transfer of funds from the City of Lethbridge to Lethbridge & District Exhibition in the amount of \$636,087.59 to cover the fees associated with the severance of the current food and beverage contractor. **Carried.**

**Motion:** by Brian Loewen, seconded by Darrell Mathews to request the transfer of funds from the City of Lethbridge to Lethbridge & District Exhibition from the Maintenance Life Cycle Fund in the amounts of \$271,864.64 for the repairs in the parking lot and approximately \$162,000 for the electrical repair in the South Pavilion. **Carried.**

**Motion:** by Darrell Mathews, seconded by Brian Loewen to approve the request to spend funds from the Post Construction Capital Budget in the amount of approximately \$517,000. **Carried.**

**Open Discussion:**

- 5.3 Lethbridge & District Exhibition Lotteries Program
  - Just a reminder to all Board Members and their immediate family that they are not able to purchase lottery tickets in the Lethbridge & District Exhibition Lottery Program.
  
- 5.4 Whoop-Up Days Volunteers
  - Kathy Grabowsky will provide a complete spreadsheet of the requirements for volunteers for Whoop-Up Days so everyone is able to review and sign up.

**6. Adjournment**

**Motion:** by Jason Elliott, seconded by Carly Kleisinger to adjourn the meeting at 10:36 am.  
**Carried.**